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## City of Lake Elmo

651/777-5510

3800 Laverne Avenue North / Lake Elmo, MN 55042

### Planning Commission

### NOTICE OF MEETING

**THURSDAY, October 17, 2002 at 7:00 p.m.**

Council Chambers - City Hall  
3800 Laverne Ave. North  
Lake Elmo, Minnesota

### **AGENDA**

1. Agenda
2. Minutes
  - a. September 9, 2002
  - b. September 23, 2002
3. PUBLIC HEARING

Variance from Front Property Line – Eric Svendsen
4. PUBLIC HEARING

Capital Improvement Program, 2003 - 2007
5. Other Business
6. Adjourn

**OLD VILLAGE SPECIAL PROJECTS PLANNING COMMISSION  
MEETING MINUTES  
SEPTEMBER 9, 2002**

Vice Chairman Helwig called the meeting of the Planning Commission to order at 7:04 p.m.  
COMMISSIONERS PRESENT: Taylor, Bunn, Deziel, Berg, Ptacek. STAFF PRESENT: City Planner, Charles Dillerud; and Administrative Secretary, Kimberly Schaffel.

**PLEDGE OF ALLEGIANCE**

**ANNOUNCEMENT**

Our two Planning Commission Alternates, Mark Deziel and Julie Ann Bunn have been appointed as regular members. There are now two Planning Commission vacancies.

**AGENDA**

**Motion/Second, Berg/Ptacek**, to accept the agenda as amended. **VOTE: 6:0 PASSED.**

**MINUTES**

There are no draft minutes to present.

**VARIANCE FROM ORDINARY HIGH WATER – McADAM/MOGREN**

**Staff Report, City Planner, Charles Dillerud**

The Lake Elmo Planning Commission was asked to consider a request by Robert McAdam and Bob Mogren for a Variance to **Section 325.06 Shoreland Standards, Subd. 4. A Setback from Ordinary High Water Level** of Lake Jane to construct a Principal Structure 51 feet from the Ordinary High Water Level where 100 feet is required. Notice was published, and affected property owners were notified. The property is known as Property I. D. No. 09.029.21.41.0002, and generally described as:

Part of Government Lot 7, Section 9, Township 29 North, Range 21 West, Washington County, Minnesota, lying easterly of Lake Jane Manor No. 1, and northerly of the Centerline of Lake Jane Trail North.

The property is located on the south shore of Lake Jane, just west of Jamaca. The specific parcel is called Government Lot 7. It consists of approximately two acres after road easement exclusion.

The applicant proposes to build a home on this heavily wooded, undeveloped parcel. The amended application relocates the proposed residence five feet further from Lake Jane Trail than indicated on the diagram, and does meet front setback from the road of 30 feet. The entire proposed home lies within the 100 feet setback from Ordinary High Water. The septic is setback the correct amount of 75 feet. There are four Findings required to determine "hardship" and basis for approval of a variance.

The DNR was notified, and responded with a written report. They recommend an alternative site and/or building design, proposed vegetation clearly identified on the site plan, the use should be consistent with all applicable flood plain regulations for both city and watershed district, and wetlands should be evaluated for compliance with federal and local regulations. The DNR says that some sort of variance will be required but the scale and manner of variance requested in this application is excessive.

Numerous inquiries over the years have resulted in an assumption that this parcel was not buildable. Up until recently, City Code said that a mound system could not be primary. Soil testing performed on the site recommends a conventional drainfield system as primary. The site is large enough to become a home site. The remaining issue is whether to issue a variance.

The proposal may go beyond what is reasonable, although the applicant has made efforts to reduce the depth of the home. Readjustment and restructuring might reduce encroachment. Also, nothing is shown



on the site plan indicating the degree of vegetative cover that will be lost.

This lot can be put to use without the degree of variance, with a different design, and modified placement. Some manner of hardship exists. Staff recommends either denying the application as presented or tabling to allow the applicants to consider the mitigating modifications.

**Commissioner Bunn**

Is the 2,500 square feet of footprint similar to other homes in the neighborhood?

**City Planner**

Yes, of the newer homes, some are larger, and some are smaller.

**Commissioners Berg and Helwig**

Commissioner Berg remembered variances for existing homes being granted but not for new construction. Commissioner Helwig remembered a couple of variances for additions in that neighborhood that were denied.

**City Planner**

He remembered three, two approved and one denied. The degrees of setback requested were probably close to this one. Those were dealing with existing homes. The 100 feet of setback standard was developed by the DNR three decades ago. We were required by state law to adopt that standard. The primary DNR consideration seems to be appearance from the water; secondary seems to be the impact such as run off, vegetation, etc. They appear to be ready to concur with some degree of variance, just not what is being presented here today.

**Commissioner Helwig**

Are there one or two applicants?

**City Planner**

Mr. Mogren owns the land; Mr. and Mrs. McAdam propose to buy it if they can build their home on it.

**Bob McAdam, Applicant**

He is a home builder by trade. The proposed conforming septic is located to the west. That is why the house is located where it is. By locating the drainfield between the house and the neighbor, he creates a buffer. The lot is wooded to the waterline. He called the DNR today; the man he spoke to was not opposed. He did not realize the house is only 26 feet deep. It is difficult to build a narrower house. That is why the house is long. The basement will be at 930 feet elevation. The lower garage was designed so vegetation will not have to be removed to accommodate storage on the site for boats, etc. He is trying to save all the trees he can.

**Commissioner Taylor**

Will they be accessing the garage from the lake only for storage and to save trees?

**Bob McAdam, Applicant**

Asking for a triple upper garage is mainly for resale. The lower garage only has access to the lake. The footprint of the house is only 2240 square feet; the porches make it 2400-2500. It is a walkout basement.

**Commissioner Deziel**

He noticed the pitch of the roof is low.

**Bob McAdam, Applicant**

All but the very center of the roof is low. He displayed a picture. He said the portico is shown in the wrong place on the diagram. He will only need a small amount of fill in a couple of areas.

**Commissioner Deziel**

How much of the existing vegetation will be maintained?

**Bob McAdam, Applicant**

He would like to clear twenty feet on the lakeside, and then thin it out. He likes the trees between his home and the lake. He will not object to any cutting limits between the house and the road. The proposed septic site has the best soils.

**Commissioner Taylor**

Is it the only possible septic site?

**Bob McAdam, Applicant**

The plan shows two more in the eastern part of the site, both are mounds. He wanted to stay in the middle of the lot.

**City Planner**

The applicant spent time with staff before the application. He originally had two variances; one from the road and one from the water. We are less concerned with the road if a variance there would allow this house to get further from the lake. Also, the primary septic to the west will take out trees as well. You cannot have septic with that much tree cover.

**Bob McAdam, Applicant**

A standard drainfield can go between trees. The trees will not die if they put the drainfield in there. He has built a lot of homes in Lake Elmo and Baytown. This will be his residence.

**Commissioner Helwig**

If going to a mound system, you would have to destroy trees.

**Bob McAdam, Applicant**

The best way to go in with the driveway allows fill removed for the driveway to fill in other areas that are dug out for the house.

**Commissioner Helwig**

Has the Building Official looked at this site and building plan?

**City Planner**

No. The other three options for septic would have to be mounds.

**Bob McAdam, Applicant**

Trees on either side of the proposed drainfield will screen the property line and the house.

**Commissioner Helwig**

He asked if two tanks were part of the design for this four bedroom house.

**Bob McAdam, Applicant**

Yes, and the septic was designed before an option to purchase was taken on the lot.

**Commissioner Bunn**

She asked how Mr. McAdam would feel about moving the house to closer to the road, and adding a road setback variance. That would require less fill and a smaller driveway.

**Bob McAdam, Applicant**

That would be fine with him if he needs two variances and can get them. The amended plan only moved it five feet from the original plan.



**AT 7:42 P.M., VICE CHAIRMAN HELWIG OPENED THE PUBLIC HEARING****Commissioner Bucheck**

If a variance allows him to build and it floods; is the city liable?

**City Planner**

The first buildable floor is 3 feet above the 100 year flood line. The city has no liability.

**Dick Johnson, Neighbor**

He owns Lot 1, Lake Jane Manor, and is the adjoining neighbor to the west. He had discussions with Mr. McAdam who seems to be trying to make a reasonable attempt to preserve the site and vegetation. This is the first application that has come this far; it never became a public matter before. However, he is a builder; he may intend to live there but houses get sold. The Planning Commission needs to look at the future. Trees could be clear cut there; there is beautiful vegetation along the shore. There are only a couple of lots on this lake where natural shore vegetation exists. Cattails filter the water from drainage areas and filter excess nutrients. It is very important to keep natural vegetation there. The City should look at the DNR allowing 50 feet of beach. Everybody kills the vegetation and makes a lawn down to the lake.

He can agree with a variance of only 10 or 20 feet for shoreland but fifty feet is of concern. He is chagrined by the DNR report. They don't seem to take much of a stand. Another concern is whether the proposed drainfield location meets the city standard of fifty feet from his well. It is very close to his well which is almost due west of that drainfield.

The subdivision of property shows two parcels at that location. He would like to know the future use of that parcel to the east. He is worried that owner will come for a variance. He would like to see the two parcels under one owner.

The property was designated as unbuildable for many years; the owner pays low taxes. Now deeming it buildable seems unfair not to collect those taxes. The site was entirely flooded once well past the Ordinary High Water level; all the trees were killed, they drowned. Many since are still decomposing. There weren't any young birches then but when all the old ones died, the young ones sprouted.

**Commissioner Helwig**

With the advent of the mound system ordinance, it makes it a legal, buildable lot.

**City Planner**

The assumption was that was the impediment; now the last few years of shoreland overlay district has been the impediment. He asked the Valley Branch Watershed District about assessment records for this lot. There was some but we don't know how much. There must have been some assumed purpose for this land back then. We do not place a notice of buildable or non-buildable on the record.

The lot to the east may someday come before us. That lot would be very far below the standards. It would barely be 60% of what is buildable by area.

**Bob Mogren, Property Owner/Applicant**

He is one of the property owners, along with Dick Shiner. The reason those lots were split, was that Mike Dahl Construction was given the lot as lake access for owners on the other side of the road. Mike just never gave it to them, he kept it. He hopes this application will pass. He may be able to find out what was assessed when that drainage assessment went through.

**Bob McAdam, Applicant**

In 1987 a drain was put into Lake Jane lowering it 18 inches from Ordinary High Water. His intent is to



live there. They lived in their last home twenty-three years. Aerial photographs show vividly the path going down to the existing dock. He will use the same dock as it exists.

#### **Mike Billstein**

He is the homeowner next door to Dick Johnson. Mr. Billstein said is an excessive setback variance. There are numerous properties on Lake Jane that have no buildings now but if you put this home into the fifty feet mark, it increases the possibility if you grant this one, that development would become excessive. Currently many lots, like this one, are improved with just docks now. They may qualify under the conditions being proposed here.

The public landing is not monitored; it is a very small lake. There are eight parking spots for boats. People park along the roads, and will accept a \$20 ticket; they come back repeatedly.

Mound systems do not take up much room. Trees are fragile; you can try to put drainfields in between trees but you never know until it is done what will survive. He is concerned that this proposal is too excessive.

#### **VICE CHAIRMAN HELWIG CLOSED THE PUBLIC HEARING AT 8:03 P.M.**

#### **City Planner**

We should address the issue of the vegetation on the site. He would like the applicant to address it. It would be possible to preserve it with a conservation easement. In that case if the property is sold later, the covenant will still be there.

#### **Commissioner Deziel**

On this particular layout, and with the DNR recommendation, he does not understand the design concern. The house seems narrow, and it plans for a low profile 4.5 pitch roof instead of 12 pitch. That preserves the view of the lake for neighbors across the street. Vegetation clarification and potential covenants would be good. There is still the flood plain area concern, and wetlands that are not part of the lake itself. He would favor a second variance decreasing to 25 feet the setback in the front yard.

#### **Commissioner Bunn**

She agrees with most of what Commissioner Deziel said, the City Planner's Findings, and the DNR remarks. The house appears to be in the optimal location. The garage could be smaller. There should be a vegetative covenant. The house is similar in size to the neighbors'. She would be willing to support either variance situation.

#### **Commissioner Taylor**

She lives on part of the lake. She maintains a naturally preserved frontage. Everyone else mows to the lake. She is very concerned about the amount of encroachment and the size of this proposed structure.

#### **Bob McAdam, Applicant**

Even locating the house within fifty feet of Ordinary High Water, he would still be 100 feet from the vegetation line. Mr. Mogren could go down and clear cut it at anytime; nothing prevents that.

#### **Commissioner Berg**

He would consider the variance if he can get some of these contingencies in writing. He would propose a tree removal inventory; the County recommends a two to one replacement with mature trees. He is concerned for preservation of shoreland. He would like to know what is proposed for preserving the vegetation. He would be in favor of two variances to set the home back farther. Another condition should be not to subdivide this lot.

#### **Commissioner Helwig**

He informed the applicant that his application may be tabled tonight at the applicant's request or the

commission can make a decision and a recommendation to the council.

**Bob McAdam, Applicant**

He requested that the commission table the request for a variance.

**Motion/Second, Ptacek/Berg**, to table at the request of the applicant to allow proposed revisions by the applicant that will provide information regarding the length of the shoreline, a reduction of the encroachment into the setback from Ordinary High Water, a tree inventory; a covenant to preserve vegetation to the same degree, and no future subdivision of this parcel. **VOTE: 6:1 (Taylor) PASSED.**

**Dick Johnson, Neighbor**

He is concerned that the distance between the proposed drainfield and his well may not meet the setback requirements. He would like proof that it is far enough away.

**AUDIO CONFERENCE**

The commissioners unanimously requested the purchase of the first, second, and fourth conferences from the American Planning Association. The City Planner will order them.

**THE PLANNING COMMISSION ADJOURNED AT 8:20 P.M.**

**VICE CHAIRMAN HELWIG RECONVENED AS THE OLD VILLAGE SPECIAL PROJECTS PLANNING COMMISSION MEETING AT 8:30 P.M.**

**Staff Report, City Planner, Charles Dillerud**

Tonight is the initial presentation of Dewey Thorbeck and Bob Sykes that have been hired by the city to create the Old Village Neighborhood Design Study. The purpose of tonight's meeting is to see what they have to date, determine modifications, and to work with the alternatives presented to you. The plan is to go into public forums with three alternatives. In order to stay on schedule we have to complete this stage tonight. Sarah Harris broke her foot and will not be here tonight. The commission may wish to consider another special meeting before the September 23<sup>rd</sup> pre-forum activities, and create a forum structure with Sarah Harris.

**Dewey Thorbeck, Thorbeck Architects**

Mr. Thorbeck introduced Bob Sykes of the Land and Water Design Institute, and Mr. Barnhill who will be helping with tonight's presentation.

He said he would like the commission to review the report in progress, and comment on ideas and concepts. He would like a rough idea of dates for the two public forums. He would like to have two to four weeks between those forums in order to react to suggestions and modify the concepts. Because the commission may want to put this on a web page in the future, they did it in Power Point.

When calculating surrounding properties not yet built upon, you end up with about 1,000 acres. Under current zoning, this could result in over 400 houses being built. Natural forces are revealed when you look closely at this area. The land looks quite flat but there are ridgelines to the north and south. These ridgelines indicate the natural direction of drainage. One of them comes from the northwest, right through town, and merges with another right outside of town that comes from the north. Soils were identified by Bob Sykes with assistance from the county. He showed the areas that have poor soils for septic systems or basements. Those poor soils tend to generally follow drainage patterns. He also showed potential areas for storm water collectors. If designed according to soils and drainage patterns, the city could handle the drainage.

**Bob Sykes, Land and Water Design Institute**

He emphasized that the areas identified on the maps for ponding and septic are more than what is needed for 400-plus homes. This allows flexibility in determining where to direct the water. There is a dissected



pattern in terms of drainage and ridgelines. It is very important to understand those distinctive patterns are what make this place and land unique. The interruption of development patterns to accommodate these areas gives character to future development. Some of the lines shown to designate drainage areas are actually fifty feet wide on the ground. This is the beginning of a green infrastructure, which creates a system to integrate the Old Village and some open space.

600 homes could be accommodated by the septic area(s) shown. Those systems would take the most land area and hold open space. Pond areas were determined by natural depressions, some already have culverts. Those are logical places to locate a control structure. The purpose is to meet the water quality standards of the state, and to prevent downstream flooding. Wastewater would be moved to the designated areas via a vacuum or pressure system rather than a gravity system.

#### **Commissioner John**

Would the needs of all those homes be met by the two largest constructed wetlands shown, or all the areas indicated on the map?

#### **Bob Sykes, Land and Water Design Institute**

All the areas shown would be needed. Different planning options will determine where and how many will be needed. These are areas where soils are appropriate. They also provide a buffer between development and green space. Standard drainfields would require roughly the same amount of land.

#### **Commissioner Deziel**

Is there septic potential for the homes existing in the Old Village? 300 homes in the Old Village could potentially need some backup. He thought one of the objectives was to accommodate those homeowners who may need some access to common treatments.

#### **Bob Sykes, Land and Water Design Institute**

You can draw in as much wastewater treatment capacity as you want. He stopped at 600 homes. This plan tells us there is plenty of room for even more treatment areas. The question to ask yourselves is how much do you want to dedicate to wastewater systems as opposed to farmland?

#### **Dewey Thorbeck, Thorbeck Architects**

##### **Option 1**

This plan shows existing zoning at 16 units/per 40 acres. Open Space is a possibility within the current zoning allowing a 20% increase in development that could increase that number to 480 houses. You would still have to deal with stormwater and wastewater conditions.

##### **Option 2, Compacted Concept (Transfer Density)**

This option allows housing to be more compact in some areas, similar densities to current development. This introduces ideas like a horse farm with an arena and horse grazing areas around the Schiltgen Homestead; commercially zoned areas with businesses on the ground floor and apartments above; developing a greenway from Lions Park, new Senior Housing on the existing Parks and Fire Station Number 1 site, and a transit stop on Highway 5. The eastern side of the city would remain open for storm and wastewater.

##### **Option 3, Connected Greenways (Transfer Density)**

This plan shows the horse farm with pasture and drainage zones. A vertical green corridor is shown through town, connecting the north to the south. Police, fire, library, etc., could all be part of a community center at the west entrance into town. This option does not change street patterns except where city hall is now. Commercial development would be offices with apartments above, next to townhouses. A Senior Housing Unit could be built where parks, and fire department number one, are now located. This option would work with alleys as in the existing Old Village, with similar density, carrying that density further east. This option reserves a lot of land that can stay in Agricultural Development. One question to ask ourselves is how do we define the nature of agriculture? Various



possibilities include a tree farm or vegetable growers; permanently keeping the land open, just transferring density. Every Planned Unit Development is a form of land transfer.

Current PUD Zoning allows 400 homes plus a possibility of 20% for Open Space Development which equals 480 homes. Option 3 depicts an additional 20% incentive to the property owners bringing development up to about 600 units. The commission must look at what is reasonable but all properties must be treated the same.

Engineering deals with water issues. The land will dictate the character of development in a positive way, reflecting the history of the area.

#### **Bob Sykes, Land and Water Design Institute**

Option 3 shows a Lot and Block plan with alleys. Housing interrupted with drainage ways enhances the constructed form, and it weaves a more traditional fabric for the City of Lake Elmo. He looked at three plats with various size lots. Some similar patterns already exist in the city. He looked at street spacing, and the land needed for drainage. One signature of a rural landscape is a road without curbs. In order to keep the rural feel, you create roadside swales. With downstream problems, the best way to treat water is to do it as closely to where it falls from the sky as possible. As you lay streets, you must create temporary storage areas. Street trees would be planted on either side of a swale. Narrower streets are better for stormwater quality and safety. Alleys keep garages off the main street and provide service entrances.

#### **Dewey Thorbeck, Thorbeck Architects**

There is existing Old Village design precedent for all of these designs. There are the issues of density, affordability, and housing changes for lifestyle changes, widths, alleys, lot size and street alley/issues, walkways, boulevards, swales, and trees. The streets are created for vehicles, and to allow paths for residents. There are commercial areas of shops with apartments or offices upstairs. There are places to congregate, walk, ride bikes to, etc. Highway 5 can become a pedestrian zone. Parts of the design are conducive to walkouts. Pedestrian paths can connect constructed wetlands that can be made to be very beautiful.

As we get closer to the public forums, there will be photos of existing housing in Lake Elmo to help connect the plans and ideas with what we see in existing areas.

#### **Commissioner John**

Will photos of our wetland treatment systems look as attractive? In a permanent agriculture area, is there a minimal size someone is willing to farm? Will it reach a point where it collapses and then gets developed?

#### **Dewey Thorbeck, Thorbeck Architects**

Wetland systems need about three years after planting for the beauty to begin. You need to promote agriculture to get the support for it. You do not need a lot of land for some of these ideas. The big agriculture areas may slowly fade away.

#### **Bob Sykes, Land and Water Design Institute**

In York, Pennsylvania, they looked at combining housing with agriculture. Large scale farms are not compatible with housing and equipment activity at harvest time. There are different types of agriculture from large scale to smaller scale more compatible with housing. There are issues of pilferage by people who have never lived on agricultural lands. The landscape would definitely change but still be productive.

#### **Commissioner Williams**

In Option Two, what determined that road location?

**Dewey Thorbeck, Thorbeck Architects**

The density of homes determined that line. Lake Elmo Avenue borders one side; the proposed road would border the other side.

**Commissioner Deziel**

What are the possibilities of rainwater gardens and wetland plants, rather than swales or ditches?

**Bob Sykes, Land and Water Design Institute**

At this scale, these are gross plans; we would like to make room for them. They could include all of those options, bio-retention, rainwater gardens, ditches, swales, but rainwater gardens have a messy look.

**City Planner**

We tried rural section roads once in the Parkridge Estates Subdivision with mixed results. It was hard to get homeowners to accept a ditch in front of their homes. One-quarter have converted to culverts. The second issue is how to deal with a boulevard canopy of trees. Trees will not grow in a swale, plow trucks will hit them on the street side or if grown on the other side of the swale, will they really be a canopy? In new developments, this has not been successful so far.

**Bob Sykes, Land and Water Design Institute**

Is this something we should look at and pursue answering those questions?

**Dewey Thorbeck, Thorbeck Architects**

We should not all be running off our water into rivers and the Gulf. Try to keep the rainwater here. As a citizen weighs the options, they might like it. Curb and gutter will shoot the water through town.

**Commissioner John**

Local surface water sponges need to be created rather than send that water to the Gulf. He likes the presentation as it exists in terms of zoning, and showing what it would look like overlaying the densities.

**City Planner**

City Code provides up to 20% bonus in a PUD. How can we rationalize an additional bonus? Somehow we have to come up with a way to provide an incentive for landowners to go along with our plan.

**Commissioner Williams**

Development costs for smaller lots are much less than 2.5 acre developments. As soon as lot area limits were dropped with Open Space Developments, developers jumped on it. We do not have to offer incentives, it is simple economics.

**Commissioner Deziel**

There would be 20% more that cost less and sell for more.

**Commissioner Williams**

The current zoning of the 2.5 acre minimum was established after many years of debate and public hearings, and rework of the Comprehensive Plans. In his opinion, the majority of residents don't want a city in this city; they want the country.

**Dewey Thorbeck, Thorbeck Architects**

We are not asking for approval. We are looking at the process.

**Commissioner Pelletier**

Her concerns are still the denser housing north of 5. With the big highway there, it is fragmented.

**City Planner**

The Metropolitan Council will reject our Comprehensive Plan tomorrow when they vote. He quoted from



their resolution. They don't want us to do anything with Highway 5. We have to figure another way - over or under it.

#### **Commissioner Bucheck**

She agrees with Commissioner Williams. She is concerned about taxes in the City. Fire, police, and safety are expensive for 400 to 600 new homes. Two or three years ago we had a meeting with Old Village residents who did not want more houses; they wanted senior housing; they wanted traffic control. There will only be more traffic if we put in a transit stop.

#### **Commissioner Deziel**

He is concerned with the lack of attached garages and the addition of alleys resulting in more impervious surface dedicated to driveways. We have cars and we have to deal with them.

#### **Commissioner Williams**

The first option will happen naturally. The second has dedicated green space. The third one would be a possibility if we tried to increase density. These are not just to show extremes; they need to be presented this way.

#### **Commissioner Bunn**

She did not interpret the three options as escalating only in units.

#### **Dewey Thorbeck, Thorbeck Architects**

Density is not the only issue. You need to get the residents to see the larger vision, that if they try to hang on for a little bit longer, there ought to be something in it for them.

#### **Commissioner John**

The concern is if we do nothing, we will likely end up with Option 1. If we coordinate it we have an opportunity to meet goals. We want to keep it rural in spite of tremendous pressures from the Twin Cities.

#### **Commissioner Deziel**

The public will have to come along as well as the large landowners. Wetland wastewater treatments that could serve existing Old Village residents may make it more attractive as a selling point.

#### **Commissioner Bunn**

Option 3 has better water management. This is a permanent and comprehensive issue for the Village.

#### **Dewey Thorbeck, Thorbeck Architects**

No matter what, a lot of water is going to come down through town. The point is that we can get landowners and developers to work around and with that. We need to get this done by the end of the year; work this out, and put it on the web.

#### **City Planner**

Sarah indicated she can come in next week for a special meeting. Three weeks to one month is her recommendation to properly market. The minimum is one month or five weeks from now. Three to four weeks between each forum for Dewey to respond and revise brings us to mid-October and mid-November. Can we get a decision by year end? We need to be committed to landowners that this won't drag out as it did in the past. A decision rendered by year-end by the City Council.

#### **Commissioner Taylor**

Set a deadline.

#### **City Planner**

After the election we will know who will be sitting and voting.



**Dewey Thorbeck, Thorbeck Architects**

Present concepts, get public input, then create the text. Sarah will determine how it will be marketed.

**Commissioner Bunn**

A survey could be conducted by phone or by website.

**Commissioner John**

We also have use of the Cable Slides, the website, and the newsletter.

**Commissioner Williams**

He hopes the Council would make their decision by the last meeting held in December.

**Commissioner John**

Three weeks from now would be October 4 and October 31 for the second one. Keep it out of the influence of the election.

**Commissioner Bucheck**

What about the Metropolitan Council?

**City Planner**

They have to see it eventually. This would be a major amendment to the Comprehensive Plan. There is little doubt that they would approve it.

**Commissioner Bucheck**

There must be a Public Hearing before Comprehensive Plan approval.

**City Planner**

The Council can decide what they like, and give us an idea before we submit it.

**Commissioner Helwig**

Get Sarah's input. We need her. Set it up and do it on Monday September 16, from 6-7, with the City Council.

The general consensus was that everything looks good in terms of ideas and drawings.

**GREEN BELT PRESERVATION DEVELOPMENT MORATORIUM**

**Commissioner Julie Ann Bunn**

The moratorium issue was tabled after a discussion by the Acting Chair who suggested the Old Village Special Projects Commissioners should hear about it. A portion of the second part of the original letter is about Sunfish Ponds, which is now a Preliminary Plat approved by both the City Council and the Planning Commission. The timing made it appear to have something to do with the Sunfish Ponds Project but that was not the case. The discussion in the Planning Commission meeting determined that a moratorium is legal. It can be done; it was done before. A new idea broached by Council Member DeLapp was to ask for a moratorium on the green belt area and the red area, which is village-scale housing. Those could both be lost while we wait. There will be further loss of options with any continued platting. Tonight's presentation is encouraging. It might get us going before the landowners preempt us. She provided copies of a sample Motion.

M/S, BUNN/JOHN, that the Old Village Special Projects Planning Commission recommend to the City Council that it place a one year moratorium, with possible six month extension, on platting in the Green Belt and Village-Scale Housing (red and green shaded map, page 35 of 2020 Comprehensive Plan) areas of the Old Village in order to retain development options in those areas while the Village Scale Housing

Study is completed, and plans for its implementation are initiated.

**Commissioner Williams**

His views on density are well-known. The State Legislature gives the City power to impose moratoria, and we should use this power to preserve our options, especially when there are Comprehensive Plan issues.

**Commissioner Deziel**

Why was Sunfish Excluded?

**City Planner**

Excluding it would be his recommendation. Preventing them from developing after preliminary plat approval would be bad faith by the City.

**Commissioner Bunn**

What length of time would be recommended?

**City Planner**

We could always lift it.

**Commissioner Taylor**

She has a problem infringing on people's property rights. We did this once before not too long ago. She is also concerned about densities.

**Commissioner Buecheck**

If the landowners were spoken to, we don't need it.

**Commissioner Berg**

As previously stated, he supports the concepts but there is no time right now. The public process is going on. We don't have to be underhanded now; that would only sour the whole process now.

**Commissioner Helwig**

We have gone through a couple of moratoriums, one on Public Facilities and one in the Old Village, and accomplished little but to make people in town very unhappy. The perception is, "What are you covering up?"

**VOTE: 3:5:1 FAILED.** FAVOR: BUCHECK, BUNN, WILLIAMS; AGAINST: TAYLOR, DEZIEL, BERG, HELWIG, JOHN; ABSTAINED: PELLETIER.

**THE MEETING ADJOURNED AT 10:31 P.M.**

Respectfully submitted,



Kimberly Schaffel  
Recording Secretary

**Planning Commission  
Meeting Minutes  
September 23, 2002**

Chairman Armstrong called the meeting to order at 7:00 p.m. COMMISSIONERS PRESENT: BERG, SEDRO, PTACEK, HELWIG, DEZIEL, TAYLOR, and BUNN (7:05). ALSO PRESENT: Charles Dillerud, City Planner; Kimberly Schaffel, Recording Secretary.

**AGENDA**

M/S, HELWIG/SEDRO, to accept the Agenda as presented. VOTE: 6:0:1 (ABSTAIN TAYLOR) PASSED.

**MINUTES**

M/S, ARMSTRONG/BERG, to accept the Minutes of August 26, 2002 as presented. VOTE: 5:0:2 (ABSTAIN: SEDRO/TAYLOR) PASSED.

**PRELIMINARY PLAT-RECO/Lake Elmo Business Park****Staff Report, City Planner, Charles Dillerud**

The Planner recommended the Planning Commission table this application at a previous meeting for additional information from the developer. The most significant was the Traffic Study for two intersections: Lake Elmo and Manning with Hudson/Frontage Road. A Draft Declaration and Covenants were also required because Outlot A shared a Wetland Treatment System, and Outlot B shared a stormwater retention facility. Those were submitted to the City Attorney who determined they are sufficient for a draft.

The Traffic Study looks at peak hour generation of traffic off the site, and also addresses peak hour volumes at those two intersections. Forecasted traffic for other future uses has not been submitted. The City Engineer says the work submitted is pertinent to what we need. The Laidlaw school bus terminal is two parcels over to the east.

Based on information submitted, we can recommend a Finding that the plat meets the standards of submission of Chapter 400 of the City Code. Conditions would be that it be subject to compliance with recommendations by the City Engineer, the City Attorney's recommendations, and that setbacks proposed shall comply with City Code.

Site Plans should be submitted in the future. For the purposes of preliminary plat approval, these lots are viewed as blank.

In his comments to the City Council of one week ago in regard to the Metropolitan Council, the Planner indicated that the Metropolitan Council's action may affect approval of divisions of lands. Last week the City Attorney spoke with their counsel. While this issue is in the appeal process, we are to rely on the latest approved 1997 Open Space Preservation Amendments to the Comprehensive Plan. Those on the Planning Commission, who do not have one, may tell the Recording Secretary in order to get one. This is the process we will follow regarding plans submitted and processed. We do not know how this will affect applicants and their lenders.

This preliminary plat application was a Public Hearing. Notice was sent to surrounding property owners, and published in the legal newspaper in June.

**Commissioner Bunn**

She is concerned about traffic impact because of this site's proximity to the Laidlaw Bus Terminal. She was disappointed to see it was not incorporated in the Traffic Study.



**City Planner**

The study was based on peak hours. That is usually the focus. The operations forecast for Laidlaw showed traffic peaked early morning and mid-afternoon at the bus terminal.

**Tim Freeman, Folz, Freeman, Dupay & Associates, Inc.**

This preliminary plat meets every requirement in the Code. Buildings were drawn onto the lots to show that it could meet all building setback requirements, and are not being presented as a Site Plan. He hired the Traffic Engineer who found that the impact from this subdivision on the two intersections is very minimal. Peak hours of operation are different from the bus company's peak hours. Peak business hours will be 8 to 9 a.m. and 4:30 to 5:00 p.m. He does not see a negative impact at all.

**Commissioner Bunn**

Do we really know the peak hours of operation for the buses? She said she believes the morning hours will overlap considerably.

**OPEN PUBLIC HEARING AT 7:20 P.M.**

**CLOSED PUBLIC HEARING AT 7:21 P.M.**

**Commissioner Bunn**

In the Traffic Study, relative to direction, the westbound traffic gave the lowest number which was the one concerning her the most. If traffic is increased over time, turn lanes might be considered. The Commission should be aware that we need to keep an eye on it. The neighbors, The Andersons were concerned about that intersection.

**Councilmember DeLapp**

Both Lake Elmo Avenue below 10<sup>th</sup> Street and Hudson Boulevard are now both City roads. They will be treated as such. All maintenance and signals will be City responsibility.

**City Planner**

There is no access to the plat off Lake Elmo Avenue. Mn/DOT had no objections but recommended a right turn lane to the plat off Hudson Boulevard.

**Patrick Regan, Developer, RECO Real Estate, LLC**

He has a unique perspective on school bus traffic. He operates 400 school buses in six different locations around Minnesota. The school bus terminal traffic is busy very early in the morning. All drivers arrive in their cars; they need to be in buses and on the street by 7:00 a.m. By business hours they are in traffic and off-site. When routes drop students at schools, many drivers take their buses home, and some go on field trips. They will return to the terminal around 9 or 9:30. At 1 or 1:30 p.m. they will come back for the after school pick up. They generally return from 4 to 5:30 p.m.

They don't know the uses of this site yet. He intends to advertise, and refer Site Plans and uses back to Planning Commission.

**Chairman Armstrong**

Are there traffic maximums for General Business? If not, there is no basis to turn it down. No specific uses have been suggested either.

**City Planner**

A right turn lane may become necessary on Hudson Boulevard as advised by the City Engineer as recommended by Mn/DOT.

**M/S, HELWIG/BERG**, to recommend the Preliminary Plat of Lake Elmo Business Park for approval

with the Finding that it complies with Section 400 of the City Code, and subject to the four conditions provided in the September 18, 2002 Staff Report. **VOTE: 8:0 PASSED.**

## **VARIANCE FROM OHW AND ROAD SETBACKS: McADAM/MOGREN**

### **Staff Report, City Planner, Charles Dillerud**

This parcel lies on the south shore of Lake Jane. It is a portion of the parcel known as Government Lot 1. Public Hearing Notice was published and mailed to surrounding property owners prior to the last Planning Commission Meeting.

There are setback problems over the entire length of the lot. 100 feet setback from the Ordinary High Water Level is a function of the Shoreland Overlay District Zoning. Lake Jane has a water level managed by Valley Branch Watershed District. A second setback is from the street at 30 feet. All but the extreme southwest corner of this lot have setbacks overlapping. There is basically a zero building line. The issue of on-site wastewater management has kept this parcel from being built upon for many years.

It looks like the principal purpose and intent of the Shoreland Ordinance is visibility from the lake. There is additional concern about runoff.

The DNR said if there were efforts to preserve vegetation, they might look at the variance positively. There are trees on virtually 100% of this lot. The applicant could assure preservation of vegetation in order to meet the purpose and intent of the Ordinary High Water setback. The sketch submitted to the City and the DNR indicates a clear cut halo around the house. Those areas represent the clear cut limits of the site. Included is a 50 feet corridor to the shore meeting the existing dock. The applicant would thin trees for the drainfield, not clear cut that area. When this drawing was submitted to the DNR, their response was ambivalent – it is the City's decision.

The drawing and narrative suggests the house will be relocated another five feet from Ordinary High Water but closer to the road. The relocation preserves more trees between the house and the lake. The single building parcel will be preserved by the applicant. The remainder of the beach would stay as it exists. Distance to the neighbor's well from the proposed septic is 52 feet.

The memo modified the latest staff Finding. From staff perspective, the spirit and intent of the Shoreland Ordinance would be maintained by the efforts made by the applicant. We could not insure that without a covenant. The City Attorney would look at it after approval. With the tree drawing, and covenants on the deed prior to issuance of a building permit or a variance release, this appears to staff to be a reasonable approach to use of this property. Staff recommends approval.

### **Commissioner Bunn**

If the Variance is granted based on this site remaining one buildable parcel, would that covenant exist in perpetuity? She was struck by the magnitude of tree cutting in areas of 30 and 40 feet, and the 50 feet swath to the lake. Why so much? If DNR is in charge of this, will they monitor it?

### **City Planner**

We can place that single buildable parcel in the covenant as well. The DNR was ambivalent; 50 feet of beach is not unusual. There is almost that much there now. The fifty feet of cut was not there.

### **Commissioner Bunn**

The distance from the neighbor's well to the proposed septic is different from the report.

### **City Planner**

He measured it himself from the City GIS, and the neighbor's survey document in City records.



**Commissioner Deziel**

Shoreland and road setbacks aside, are there other reasons to require a variance for this parcel to make it buildable?

**Bob McAdam, Applicant**

There is currently a dock and boat with almost fifty feet of beach now. He is only asking for what is allowable.

**Commissioner Helwig**

Have you done a percolation test on the area for the septic system?

**Bob McAdam, Applicant**

The first thing they did was find the areas for conforming and backup septic systems.

**City Planner**

He received a letter from Mike and Gayle Wagner, property owners on Lake Jane, indicating their objections to this proposal. He later received an e-mail from the same parties. Those are included in the packet. The gist of the e-mail is that the author thinks all property owners on Lake Jane should have been notified of the Public Hearing. City Ordinance calls for abutting property owners on a variance request. Notice was given to those mandated by ordinance. If the commission wanted additional notice, they could direct it.

**THE CHAIRMAN OPENED THE PUBLIC HEARING AT 7:45 P.M.****Dean Johnston**

He lives on Lakes Olson and Demontreville. He has seen deterioration on those lakes, runoff and weed/algae growth. He would request anything that can be create additional filtration of runoff.

**Gary Kimlinger**

He lives one-half mile away on the other side of Lake Jane. They do not have that water quality problem on their lake. He supports approval of the variance request.

**Councilmember DeLapp**

The Council's position on hearing notices is to take the requirements of the Code as a minimum, then to take additional impacts of the neighbors into account. The state maximum for a cleared swath to the water is 35 feet but weeds must remain.

**Mike Billstein**

He also lives on the south side of Lake Jane. His biggest objection is that this is an excessive request. To cut the setback to Ordinary High Water in half is excessive. This proposed house is different from all other structures on that lake. It must be at least twice as wide as any other on the lake. He would like to see it fit in. If the variance is granted, what constrains the applicant to keep this design, or is this design forced given the variances? Would there be something more traditional otherwise?

**Chairman Armstrong**

The design is the applicants'. We base our decision on their design.

**Bob McAdam, Applicant**

He has been a builder for over 25 years. He built many of the homes in The Fields of St. Croix. This house will be pleasing to the eye.

**Councilmember DeLapp**

There have been two decisions prior to today that evaluated whether these are buildable lots. When the Valley Branch Project went through, many landowners paid \$10,000 in assessments for having a

buildable lot there. If they were assessed at that rate, the assumption was that the lot was buildable. If those amounts were not assessed, they were not intending for this to be a buildable lot.

#### **CHAIRMAN ARMSTRONG CLOSED THE PUBLIC HEARING AT 8:54.**

#### **Commissioner Sedro**

Was this lot unbuildable until mound systems came about?

#### **City Planner**

He could not find evidence of that in the files or with either of two staff members who have been with the City over seventeen years regarding exactly why the parcel had been deemed unbuildable. He also noted that Valley Branch did assess this parcel for the water project based on before/after value. Assessment amounts around the lakes varied in amount using that formula.

#### **Commissioner Taylor**

The state minimum setback is 75 feet from Ordinary High Water. There is a channel that drains the lake. Yesterday, it filled up with gunk to about one foot. Does Councilmember DeLapp's end of the lake flood and plug up too? She cannot go along with fifty feet of setback variance, maybe twenty-five. We need to be stewards and take better care of the waters. Perhaps a smaller house would help.

#### **Commissioner Deziel**

The house will be well behind the actual water line of the lake. The de facto Ordinary High Water is quite a bit less than shown in the Code. This is a pre-weir DNR figure. They are enforcing something that is not realistically there. This is a lot that will continue to see development pressure. This plan offers reasonable conformity with the land. The lot would stay mostly wooded; the neighbors should be satisfied. Encourage the neighbors on Lake Jane to grow woods again. This could be a model for how to develop a lake property. He would like to see equality under the law. The applicant appears to be sensitive to the lake, the neighbors, and everything around.

#### **Commissioner Taylor**

Even with covenants we have no way to enforce these rules. Many landowners mow all the way to the water. We have no alternative but to sue. We have no way to protect it.

#### **Chairman Armstrong**

Is it common for Ordinary High Water elevations to remain at pre-lake management project levels after a project?

#### **Commissioner Berg**

That is pretty common when it is a managed lake.

#### **City Planner**

Assuming that what Commissioner Deziel said is accurate, the proposed house does sit about 100 feet from the actual lakeshore.

#### **Commissioner Sedro**

Does the Planner agree with the enforcement issues?

#### **City Planner**

He does not know about DNR enforcement. We have one tree covenant in place at Hamlet on Sunfish Lake, and we did enforce it recently. Neighbors reported tree removal at Hamlet, and they were caught before more than two trees were cut down. There can be a penalty clause in the covenant. We can make it so expensive you could plant a forest there. The DNR has gone through it several times throughout the state, and they have made it painful but sometimes only through legal action.



**Commissioner Taylor**

How can that assessment be made as a penalty?

**Chairman Armstrong**

It would be a civil process; we could set fines that are very high. Enforcement is very difficult.

**Commissioner Bunn**

Before the clear cutting and that 50 feet swath, she was originally supportive. Now they have neighbors who wrote not wanting anything there at all. It is a very excessive variance request. We are looking for something special in return to allow this. There should be a penalty for breaking the vegetation covenant, and there should be a tree inventory.

**Commissioner Berg**

He works for Washington County Soil and Water Conservation District. In his experience, the County asks for two to one replacement of mature trees. It would be important to inventory what you already have. There are ways developments can be done to make them more compatible with lakeshore; perhaps not quite the same footprint, limit the impervious surface percentage. Extra conditions might be added based on the percentage of impervious surfacing. Improved filtration could be impacted by that fifty feet swath but there are people who can tell you if it needs to be controlled.

He is glad to see the applicant moved the house back five feet from the Ordinary High Water level. He could go along with the variance if there were additional conditions set forth. On the third page of the staff report is the applicants' number three for creating one building parcel without subdivision, numbers 4 and 5 are for not cutting the forests. Is the applicant thinking the remainder of the lot will be undisturbed? Is that the intent? He would like to keep it with lakeshore vegetation and understory vegetation in order for the lakeshore to benefit. There should be no fill below the Ordinary High Water line, and minimize the cutting within the fifty feet swath. Selective cutting should be used to keep it from being clear cut.

**Commissioner Deziel**

Are we setting conditional uses or contract zoning?

**Councilmember DeLapp**

This is a legal issue in Crow Wing County and in counties in Wisconsin. If you get a special consideration for your lot, you give us something special to ameliorate the impact of that.

**Commissioner Bunn**

What is on the lakeshore with the trees? Grasses and buffer zones help to filter the nutrients before they contaminate the water. She would like assistance with the wording to require treatment within the fifty feet swath of beach area.

**M/S, BERG/DEZIEL**, to recommend approval of these variances to Ordinary High Water and road setback requested to the City Council subject to staff conditions, and the following conditions:

1. Compliance with the tree preservation proposal of the applicant, staff dated September 19, 2002.
2. A covenant shall be recorded on the deed of the site prior to issuance of a building permit that insures maintenance of the tree preservation plan. The covenant shall be prepared by the applicants' attorney and approved/recorded by the City Attorney.
3. The covenant shall also specify that the existing parcel shall not be reduced in size or subdivided in the future.
4. The preserved area of the site shall remain undisturbed from its natural state, including ground vegetation and tree cover.
5. All lake frontage except the fifty foot wide beach shall remain undisturbed in its natural state.
6. Minimize disturbance of any vegetation within the fifty foot wide corridor, including at the

shoreline.

7. All trees of twelve-inch diameter and greater at breast height within the fifty foot corridor to the lake shall be retained.
8. No grading or filling shall be permitted below the Ordinary High Water level.

**VOTE: FAVOR: BUNN, BERG, HELWIG, and DEZIEL; OPPOSED: PTACEK, TAYLOR, and ARMSTRONG. 5:3 PASSED.**

**Commissioner Bunn**

In the future, should all lakeshore owners be notified of variance applications?

**City Planner**

If you are going to add units, perhaps; if just for additions to existing structures, no. Another option is to have an extra step in the process where the Planning Commission would decide on a case-by-case basis as to the extent of notification.

**Commissioner Ptacek**

There are numerous outlets for the applicant and homeowner who feels strongly, to learn of variance applications and provide comment. There are opportunities for neighbors to come together. On a case-by-case basis this is a good thing to do. This was a Lake Jane issue, and there is the Tri-Lakes Association that could be involved.

**Chairman Armstrong**

We can discuss the notification distance issue at a future meeting; it can be looked at.

**City Planner**

There are people who are not impacted but want to get involved. We should be cautious of that tendency.

**METROPOLITAN COUNCIL UPDATE**

**Staff Report, City Planner, Charles Dillerud**

The Metropolitan Council adopted a resolution that says our Comprehensive Plan is a substantial departure from Regional Systems. Nine modifications to our 2020 Comprehensive Plan were mandated; we have either nine months to modify or sixty days to appeal the Metropolitan Council's preliminary decision. Hearing/s will be held before an administrative law judge in a formal appeal process, then we can appeal again but then to a court. It will take a long time to follow that process. A resolution will go to the City Council next week for distribution to 180 governments in the metropolitan area, saying if it happened to us it could happen to you. Here is a regional planning agency telling you what to do. The City Council asked the City Planner and City Attorney for a short list of attorneys who could be hired.

New applications in the interim will be handled based on the 1990/1997 Comprehensive Plan. Should we get into the appeal process, we cannot challenge the regional systems themselves.

**Councilmember DeLapp**

There are twice as many Planning Commissioners as there are council members. The people watching on television are all constituents.

**City Planner**

Former Governor Carlson's office called Friday. He will be sending some communication to challenge the Metropolitan Council's decision.

**Commissioner Deziel**

The Lake Elmo Interceptor doesn't have to be used in Lake Elmo.



**City Planner**

Where they go is part of the regional system plan.

**Chairman Armstrong**

Just because you can't challenge a regional system at appeal doesn't mean the decision maker doesn't want to hear the full story. It may be pertinent to the person hearing this case. We were not kept notified of this massive sewer line for the Lake Elmo Interceptor.

**City Planner**

He fully intends to hire assistance for any appeal hearings if directed by the City Council. A couple of the nine items the Metropolitan Council wants us to change in the Comprehensive Plan are simple matters.

**Commissioner Ptacek**

Did they want us to see the three suggested land use maps adopted or rejected?

**City Planner**

They allow local latitude as long as we assume 7200 SAC units. Three different ways to do it were presented. Chair Mondale has said he wants cities to set their own destinies. What he meant was, as long as we accept 7200 SAC units we can do it any way we want.

**Commissioner Ptacek**

He shared those maps with his neighbors. His neighborhood would be surrounded by urban density. His public position would be to appeal.

**Councilmember DeLapp**

The map that Metropolitan Council has on the website, shows everything west of the middle of the City and everything south of 10<sup>th</sup> will be in urban reserve.

**City Planner**

Rocky Mountain Institute, using foundation money, is developing a case study of alternative wastewater treatment systems. With our wetland treatment systems, we are one of their examples.

**Commissioner Bunn**

Chair Mondale claims Lake Elmo refused accepting consequences of failing systems. Where does City stand on that issue? Second, regarding the Regional Park, there are different historical views of the facts. Point is, if we do have the factual higher ground, this might be time for another council member to write a letter to editor responding to Mondale's specifics. Regarding the regional park, who funded it and who wanted it? She recommends some further public debate and response to Mondale's comments.

**Councilmember DeLapp**

Sue Dunn was chair of that Parks Commission at that time the regional park was being planned.

**City Planner**

When the Metropolitan Council looked for potential regional park sites, they had to have a lot of acreage, significant environmental features, and had to be within 45 minutes of an urbanized portion of the metro. They did not say anything about Lake Elmo being urbanized. Why did Lake Elmo support that decision? Dayton-Hudson owned a lot of that land. We did not want a regional shopping center. The alternative to the park was much worse.

**Councilmember DeLapp**

To get to the regional park from his home is about eight miles. There is no access at the back of the park or facing into Lake Elmo. At the dedication in 1986, the mayor's wife had to move her house. The mayor said, "We welcome you as guests, treat us with respect." There was trepidation we would have a burden on our hands.

**Commissioner Sedro**

Can we expect or assume that with the appeal the Metropolitan Council will pay more attention to Opinion/Editorial pieces?

**Commissioner Deziel**

If the 2030 can be negotiated, then we move into the 2040 Plan. How do you prevent that next step?

**City Planner**

The key is the sewer interceptor no matter when it happens. The difficulty is they act as though it is a foregone conclusion that the area is going to grow by a certain number. They have been off by fifty per cent in the past on forecasting these numbers.

**OTHER BUSINESS****Commissioner Bunn**

Regarding the reprints of articles provided the commission, she noted that the "Truth" article was well-done and the research was sound. The other article came up short for sources. That second author is the founder and director of the Thoreau Institute. Their efforts are for caring about the environment and minimizing government.

**ADJOURNED AT 9:00 P.M.**

Respectfully submitted,



Kimberly Schaffel  
Recording Secretary



**CITY OF LAKE ELMO  
MAINTENANCE ADVISORY SPECIAL PROJECTS  
& PLANNING COMMISSION MINUTES  
AUGUST 26, 2002**

Chairman Armstrong called the joint workshop to order at 6:35 p.m. COMMISSIONERS PRESENT: Chairman Armstrong, Helwig, Ptacek, Deziel, Sessing, Bunn. Commissioner Berg is on vacation. MAC MEMBERS PRESENT: Stanley, Talcott. Commissioner Dege is at work. COUNCIL MEMBERS PRESENT: Mayor Hunt, Siedow, (6:25) DeLapp (6:50).

**COMMUNITY FACILITIES AND STAFFING FORECAST**

**Staff Report, City Planner, Charles Dillerud**

The City Council has twice looked at the draft document and deferred any action. They requested this workshop.

When a community adopts a Comp Plan it affects city facilities. Issues involve additions, especially when there is growth forecasted. Often communities wait until the needs are overpowering, then efficiency is lost while they try to catch up. That might be what is happening here.

The City Planner suggested long ago looking at the Comp Plan forecasts in order to understand staff and facilities' needs in the future. We asked our consultant to look at those needs in five year increments based on the forecast for growth in the comp plan. Consultants came to the Planning Commission with comparison to five other cities we are familiar with. Each of the five is now at forecasted populations. Which of those do we view our city to be? We selected a community in each group to represent what we want to be at population levels forecasted in 5-year increments to 2020. Consultants took those cities, and analyzed their operations, structures, staffing, and budgets. This is what it took to get where you want to be.

They made adjustments to the data for Lake Elmo. The direction to the consultant was for Lake Elmo to maintain the same ratios, one of the lowest government cost per capita. What we have is not in bad condition, except for Parks. But the facilities are woefully short of space. We were behind for even a smaller population. Recommendations were prepared for where we ought to be. How many square feet? They compared to what we do have, and made recommendations. Problem is it all needs to be done right away.

Providing a reasonable projection of what we need. Alternative to doing something like that is to wait until the needs are far behind what is necessary. Council discussed a City Hall addition, but the consultant said it would be four times the present size, and we don't have the space on the City Hall site. They also recommended certain consolidations, parks/public works, and city hall/fire department. Perhaps we might want our own police department.

**Councilmember Siedow**

What about full time fire department? What if we did away with the fire department and contracted those services?

**City Planner**

There has to be a reasonable response time. Commission looked closely at that. Regional fire can be done but you have to look at response times and other issues.

**Councilmember Siedow**

What happens if Met Council rejects our Comp Plan?

**Mayor Hunt**

We can we throw this draft report away.

**Commissioner Ptacek**

We have heard this for years; how long do we make our city employees suffer?

**Mayor Hunt**

Consistently tried to proceed. 2003 budget is the beginning. 8 years ago we looked at building a maintenance facility. Thinks we will prevail with Met Council.

**Mayor Hunt**

There are options for fire protection for portions of the city.

**Commissioner Stanley**

If things change, this is set for 12,500 population. We can be prepared to expand.

**Councilmember DeLapp arrived at 6:50 p.m.**

**Mayor Hunt**

This is a consultant's report. If the Planning Commission/Maintenance Advisory Special Projects Planning Commission is happy, then council will need to get to work on it. These are recommendations. I think we can get by without our own police, for example. There are a lot of different issues.

Then we need to sit down with each department on policy decisions, such as, should we continue to do plowing using city staff or contract some of it? Bonding will have to go to referendum. Would like to see us bond for big improvements, and we will have to explain it to our residents.

**Councilmember DeLapp**

It says our 3200 square feet facility in City Hall is too small, but to go to a factor of four just because we are starting to build may be a mistake. Our chambers are larger, our entry is similar; maybe we could use some space in the office. He would like specifics, not just sizes. Don't just accept the word in this report.

**Mayor Hunt**

That is our job to work with them. We have to accept the report but we need to go through each and every department.

**City Planner**

The idea of this report is to give you an idea of the scale by comparing to cities we aspire to. You have to be able to tell the difference between imitation and reality.

**Commissioner Ptacek**

We compared it to cars, it isn't a Cadillac just a well-equipped Chevy. He accepts that each department head will help us come to those conclusions. He hates to look out the window at that trailer.



**Commissioner Sessing**

Start the process now. Do not worry about how big to do it, just to do it.

**Mayor Hunt**

Create a resolution to accept the plan, and then start into it with the various departments.

**City Planner**

Once it is accepted, he will do two things, he'll make corrections and get it published. He will ask the Council if they want it to be part of the Comp Plan.

**Mayor Hunt**

Incorporate this document as a study to be used to help us generate more policy and ordinances.

**City Planner**

Now we have something to base our assumptions on.

**Chairman Armstrong**

The Planning Commission voted to pass it on to the Council.

**Mayor Hunt**

If the Planning Commission and Maintenance Advisory Special Projects are comfortable, we can take it apart and process it.

**Commissioner Sessing**

Would that be done by the City Council or a joint commission?

**Mayor Hunt**

By committee per department if possible. We only have one Planner, and we could over-committee him to death with our regular stuff, Met Council, and now all this with staff.

**Commissioner Bunn**

Maybe we should begin with staff. There are not enough people to deal with all the work that needs to be done, an Assistant Planner, etc. We are inadequately staffed to do that.

**Councilmember DeLapp**

Nothing in the Comp Plan says we are trying to spurn growth. We have accommodated it so far, the intention is to continue as we have.

**Councilmember Siedow**

Too many committees can be redundant. We can have one Cadillac and one Volkswagen.

**Commissioner Sessing**

We can get good volunteers who understand this concept. Maintenance Advisory Special Projects and some Planning Commissioners.

**Councilmember DeLapp**

We need to separate the wish list from the need list.

**Commissioner Sessing**

We can have one group that deciphers.

**City Planner**

Capital Buildings Workgroup

**Councilmember DeLapp**

Sessing knows about these topics as a contractor.

**Mayor Hunt**

Do a resolution, and a second resolution of numbers of commissioners; get volunteers from across the board, or public members.

**7:07 p.m. Chairman Armstrong adjourned the Maintenance Advisory Special Projects and City Council Workshop.**

**Planning Commission**

Chairman Armstrong called the meeting of the Planning Commission to order at 7:10 p.m.

**Agenda**

**M/S Helwig/Deziel, to accept the Agenda as presented. VOTE: 6:0 PASSED.**

**Minutes of July 22, 2002**

Commissioner Deziel asked for the following change on Page 4 of the Draft Minutes. "It would be more flexible. Conservation lots should be required to be part of a development."

Commissioner Bunn said she will provide written changes.

**M/S Armstrong /Ptacek, to accept the Minutes of July 22, 2002 as amended. VOTE: 6:0 PASSED.**

**GENERAL BUSINESS USES**

**Staff Report, City Planner, Charles Dillerud**

The Planning Commission was asked to look at the text of General Business Zoning Uses to see if that list should be modified to distinguish I-94 from the Old Village. The Old Village intent could be to retain all the uses as a central business district. The I-94 Corridor could retain only a few.

He looked at the zoning map to see where GB uses are located (four locations displayed on a map of the city).

We should look at I-94 at Inwood and Hudson. Each of these businesses has an existing use on it. Two vacant GB sites exist, one proposed is Lake Elmo Business Park. Another is adjacent to the drive-in.

Go back and look at the land use plan to see if there was reason to change those I-94 business uses.

Our 1990 Zoning Map shows we are guided one way and zoned General Business. The point is the PZ/CC could adopt a rezone along these 7 sites on I-94. They could be GB on six of them with little problem for the businesses. These changes would help by bringing zoning into compliance with 1990 Comp Plan and partly the 2020 Comp Plan as well.



The Planner can bring it to the City Council if Planning Commission concurs, or go back and redraft the text.

**Commissioner Bunn**

So these are the only four areas with GB Zoning. Area under our proposed Comp Plan shows LB to Keats Avenue. What are those currently zoned?

**City Planner**

We just recently rezoned the Keats-fronting site LB to get in compliance. The little square just to the left, is the former hotel rezoned LB. The ultra-lite park is rezoned LB. Roughly one-third is already zoned LB.

**Commissioner Bunn**

Why not throw in all that are not in compliance with the 1990 Comp Plan?

**City Planner**

That is sometimes considered to be driving development when upzoning before an application is made.

**Chairman Armstrong**

With the exception of Mulligan Masters, we don't need to zone them up.

**Commissioner Ptacek**

He would rather encourage GB Uses to the center of the city. Bring GB to Limited Business on these seven sites.

**City Planner**

What does the Planning Commission think of the Cimarron Convenience Store site?

**Commissioner Ptacek**

Leave it GB, it isn't pulling traffic from the Old Village or I-94. He'd rather keep the two issues separate, although he agrees with Commissioner Bunn.

**Commissioner Bunn**

State law says they have to be in compliance.

**Chairman Armstrong**

He favors just the seven sites, let the others stay that way for now. If they come up with an application, we'd be hard-pressed not to give them LB Zoning.

**City Planner**

The far eastern site could remain Rural Residential or AG Zoning.

**Chairman Armstrong**

The undeveloped site is outside LB designation, and can be RAD or AG.

**Commissioner Deziel**

Were property owners are notified?

**City Planner**

There has been no notification at this point. That would be once a Public Hearing is scheduled.

**M/S Ptacek/Armstrong**, Rezone all six I-94 Corridor businesses now zoned General Business to Limited Business as prescribed in the Planner's Staff Report, and the seventh, most easterly site be rezoned AG. The convenience store at Cimarron should be left as zoned, General Business. **VOTE: 6:0**

## **LANDSCAPE ARCHITECT**

### **Staff Report, City Planner, Charles Dillerud**

The City Council has asked the Planning Commission whether a Landscape Architect's review of OP Concept Plans in parallel with internal staff review at expense of applicant would be a good idea. The City Council asked you to consider the concept and report whether it should be added to our local ordinance or not.

### **Commissioner Sessing**

What are they supposed to help with, trees?

### **Chairman Armstrong**

While it might be nice to have a consultant or landscaper, better to have standards first.

### **Commissioner Bunn**

In early stages, that individual should help the city come up with graphic portrayals and documentation to show us what we should be looking for. That is what Council Member DeLapp meant.

### **Commissioner Ptacek**

Technically the Open Space Preservation plats meet what we asked for. He is not comfortable dictating aesthetics.

### **Commissioner Deziel**

He would prefer to have this rather than rigid standards like we considered for the Old Village. Maybe we can get ideas at the outset. If it isn't going to be expensive, it might be a good way to get those ideas in to help developers. It might be a way to meld without creating a bunch of new standards.

### **Commissioner Ptacek**

Then again if it isn't ordinance, how can we be held to it?

### **Chairman Armstrong**

Are we just going to get another hoop to jump through? I don't know what Open Space standards a landscape architect could help or draft to change. How do you legislate aesthetics? The last developer responded to public concerns. We have them come in with concepts instead of just preliminary plats.

### **City Planner**

You might think of that work as another help like a staff report. It wouldn't be an ordinance. What if you chose part of what was recommended and the applicant challenged it?

### **Chairman Armstrong**

That has happened before.



**Commissioner Sessing**

Without guidance, a landscape architect would not be helpful

**Commissioner Bunn**

This was supported primarily by Council Member DeLapp. If he believes strongly we need this, maybe he could give us something in writing. She has no clue as to how this would work in practice.

**Commissioner Sessing**

If in the beginning a Landscape Architect was doing it, unless the Homeowner's Association backs it up, they never get fulfilled. There are a lot of covenants.

**City Planner**

Fields and the original Sunfish did an elaborate analysis of sites with a Landscape Architect.

**Commissioner Sessing**

Even when it is in covenants, they still do what they want. Maybe we could request help but not require it.

**M/S Sessing/Armstrong**, to send back the request for a Landscape Architect for review of Concept Plans to the City Council, for direction on how to proceed. **VOTE: 6:0**

**OTHER BUSINESS**

**OLD VILLAGE NEIGHBORHOOD DESIGN STUDY**

On September 9, 2002, Dewey Thorbeck will give a presentation about the Old Village. Sarah Harris will be present as well. The goal is to begin preparations for the Public Forums.

**Commissioner Bunn**

The consultant should be both planning and facilitating the public meeting. Defining the public input for this price tag is not enough for the money. She would have liked a variety of ways of getting that public input, as opposed to those who might attend a meeting, for the price.

**City Planner**

That is a good idea but she may not do it. Anything beyond that contract we haven't budgeted for.

**Commissioner Deziel**

He did offer to facilitate for no money.

**Commissioner Bunn**

There were three of us at the workshop about the Met Council, and she was really bothered by the process. By the time they arrived the workshop was a council meeting. It started at 5:45 p.m. The first 20 to 30 minutes was overview, which left two council members 30 minutes to have discussion before their vote on a very large issue. When the time came for public input, the Mayor asked people to keep it short, and rolled his eyes when they spoke longer. She understood the pressure, and that there were other engagements but it looked like a preconceived decision, and we weren't really invited to share. She looked for more facilitation, and a genuine public process. She recommends that in the future do a workshop, and do not make a decision.

**CAPITAL IMPROVEMENT PROGRAM**

**Commissioner Bunn**

Are there alternatives or is there a process?

**City Planner**

There is a process.

**Commissioner Helwig**

What is Maintenance Advisory Special Projects responsibility? Why doesn't equipment have to go through Maintenance Advisory Special Projects?

**City Planner**

The City Council decides it.

**Commissioner Helwig**

If you don't have to go through MAC, why have them?

**City Planner**

We go to them for CIP items of \$5,000 or more. The Capital Improvement Program will be brought to the Planning Commission at the second September meeting.

**Chairman Armstrong adjourned the Planning Commission Meeting at 8:05 P.M.**

Respectfully submitted,



Kimberly Schaffel  
Recording Secretary



**LAKE ELMO PLANNING COMMISSION  
STAFF REPORT**

**Date:** October 8, 2002 for the Meeting of October 17, 2002

**Applicant:** Eric Svendsen

**Location:** 10920 – 32<sup>nd</sup> Street North

**Requested Action:** Zoning Variance – Street Setback for an Accessory Structure

**Land Use Plan Guiding:** SRD

**Existing Zoning:** R-1

**Site History and Existing Conditions:**

City records reveal prior permits for a City water connection; and, a recent permit for connection to the 32<sup>nd</sup> Street 301 Communal Wastewater Treatment System.

The site is a parcel of record with approximately 13,700 square feet of site area. The parcel slopes dramatically from north to south, with an existing house approximately 21 feet from the 32<sup>nd</sup> Street North Right-of-Way (ROW) line. A garage structure was, until recently, located west of the house much closer to the ROW line. It has been reported that the structure collapsed, and the debris has been removed from the site. The City has no records depicting the size and exact location of that former garage structure, and the air photos of the site are inconclusive as well. The applicant reports that the garage structure was 20 feet deep by 34 feet wide; and, located at an angle to the ROW a distance of 4.5 feet or less from the ROW. It appears from photos of the site - taken prior to removal of the garage foundation - that the applicant's representations in this regard are accurate.

**Discussion and Analysis:**

The applicant proposes to construct a new garage at the same front setback line as the old garage. That location requires a substantial variance from the 30 foot R-1 front setback standard, as well as specific City Council approval for locating an accessory structure closer to a Public street than the principal structure. The later Council action is not subject to a Planning Commission recommendation. The new garage is proposed to be the same width (34 feet) as is reported for the old garage, but is proposed to be 4 feet deeper (24 feet, rather than the previous 20 feet).

Due to the topography of the site, there appears to be no alternatives available for location of a new garage that would not require some degree of front setback variance. However, the proposed front setback - the same 2-4 feet from the ROW as that of the previous garage - raises an issue of Public Safety. Aerial photography reveals that the driving surface of 32<sup>nd</sup> Street North at this location is skewed to the north extent of the right-of-way. The "normal" 10-15 feet of "boulevard" between the driving surface and the ROW line does not exist adjacent to this parcel - the distance between ROW line and driving surface appears to be 2-4 feet.. As such, a garage constructed as proposed would result in vehicles backing onto the Public Street when about half way out of the proposed garage structure - well before the driver would have the ability to see cars approaching

from either direction on 32<sup>nd</sup> Street North. Any assurance from the applicant that vehicles would always be backed into the garage will not suffice to resolve this Public Safety issue..

While it may be true that this same situation existed for many years with the previous garage (maybe even without incident), continuing the risk to the traveling Public into the future with the garage location proposed would not appear to be in the Public Interest. The zoning principle of the need to eliminate – or at least minimize – nonconformities is clearly demonstrated in this case.

There would appear to be at least two options available to the applicant that, when combined, may reduce the Public Safety issues inherent in the application as presented:

1. The garage could be reduced in depth from 24 feet to 20 feet. While a 20 foot garage depth is not ideal, it is functional for most property owners.
2. There appears to be 10-12 feet of depth north of the proposed north wall of the proposed garage that could be excavated before the topography becomes severe.

The sum of those two modifications to the proposal could be an additional 14-16 feet of setback from the ROW line – and, effectively, from the road surface. With most vehicles this may provide a driver backing out some vision of approaching vehicles on 32<sup>nd</sup> Street North – how much visibility depends on the ability to see over the retaining wall to the east, and the foliage to the west.

Another alternative could be to reduce the width of the garage, and side load the entry door(s) so that the vehicle will back out to the west - parallel to 32<sup>nd</sup> Street - rather than perpendicular to the street. This may require some excavation of the portion of the site west of the proposed west wall of the proposed garage to provide sufficient length for a 20 foot deep garage and driveway apron. While a two stall garage arranged in this fashion would not be much further from the roadway than what is now proposed, at least the vehicle would be assured of heading into the street rather than backing into the street blindly.

### **Findings and Recommendations:**

The City Code text regarding the basis and standards for zoning variance address the requirement of a demonstrated “hardship” by the applicant in complying with zoning standards. As with previous variance applications, the City must address the terms “reasonable use”. Does the absence of a garage deny a property owner a reasonable use of his property – as could be the case here, if the variance is denied? At what point do matters of Public Safety transcend a property owner’s rights to a reasonable use of his property?

In this case, the additional hardship issue of changing the essential character of the neighborhood may be a factor to consider as well. Today there is no garage at this location; and, no risk of a resident backing blindly into 32<sup>nd</sup> Street North. With the collapse of the old garage went the non-conforming setback, and the resulting Public Safety hazard. Is it in the Public interest - and the spirit and intent of the Zoning Ordinance - to re-introduce that hazard by variance?

Based on our analysis of the application before the City at this point, our suggested Findings would be as follows:

1. The applicant can enjoy a reasonable use of his property without a zoning variance that, as proposed, would create a hazard to the Public Safety. Adequate vehicle shelter can be



constructed on the property without the degree of variance applied for, and the Public Safety hazard that would result on 32<sup>nd</sup> Street North.

2. The circumstances of the variance request are topographic and somewhat unique; and, not necessarily created by the property owner.
3. The essential character of the neighborhood would be negatively impacted if the variance were approved as requested. A traffic hazard would be re-introduced on 32<sup>nd</sup> Street North if the garage were constructed as proposed. That traffic hazard was eliminated with the demolition of the non-conforming garage structure.
4. Economic considerations are not alone the basis for the hardship claimed.

Based on Findings #1 and #3 Staff recommends denial of the variance, as applied for. Should the Commission concur in this recommendation, the applicant could be invited to request a tabling of the application to permit his consideration of alternative garage plan that would better address the access to 32<sup>nd</sup> Street North.

**Planning Commission Actions Requested:**

**Unless the applicant requests the application be tabled, a motion recommending denial of the variance application of Eric Svendsen to construct a garage at 10920 32<sup>nd</sup> Street North at a location 2 feet to 4.5 feet from the front property line where a 30 foot setback is required, based on the Findings of the October 8, 2002 Planning Staff Report.**



Charles E. Dillerud, City Planner

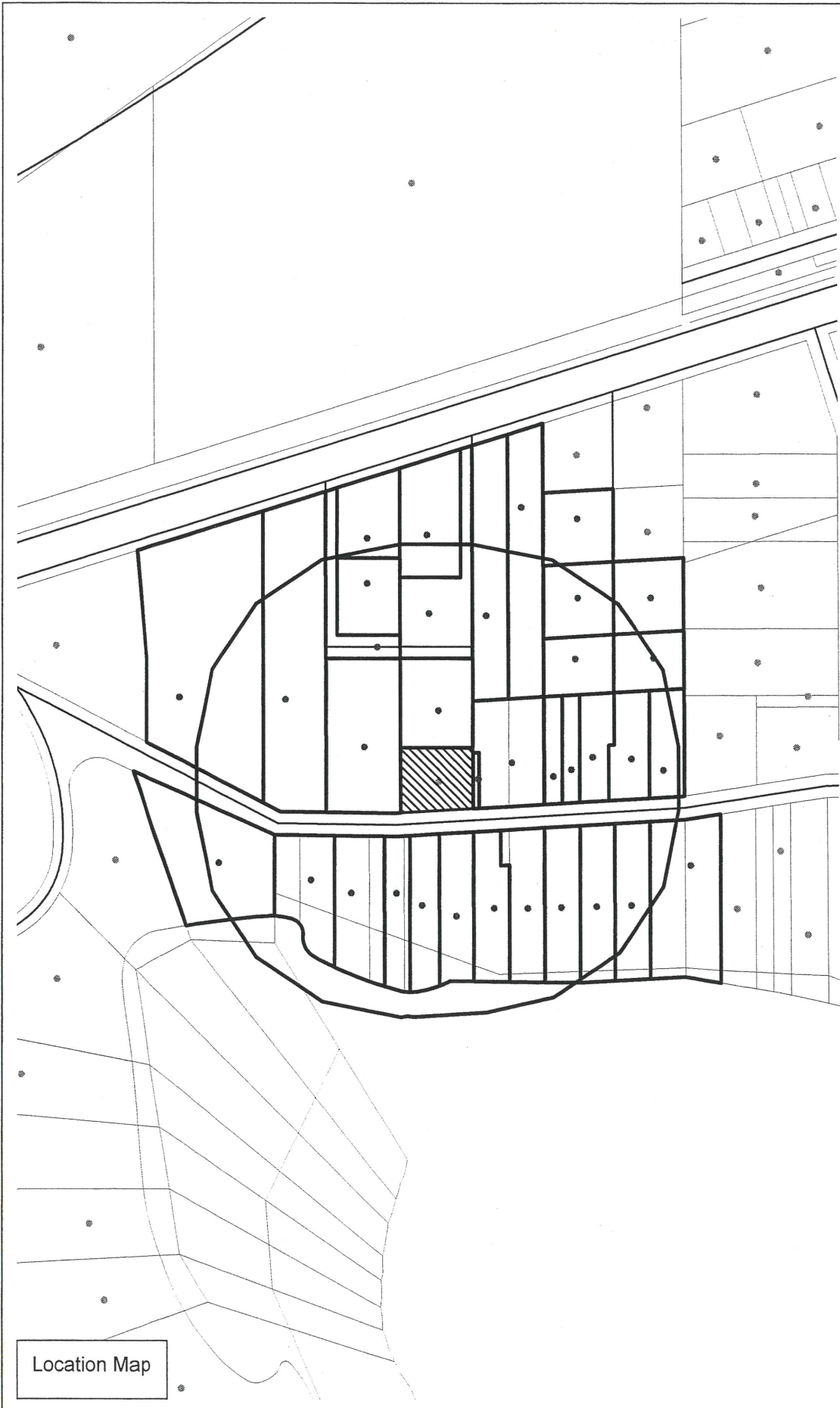
**Attachments:**

1. Location Map
2. Air Photo
3. Applicant's Graphics and Documentation

14.0.29.21.44.0019

10920-32nd St

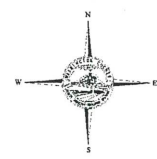
SVENDSEN



Location Map



Vicinity Map



This drawing is the result of a compilation and reproduction of land records as they appear in various Washington County offices. The drawing should be used for reference purposes only. Washington County is not responsible for any inaccuracies.

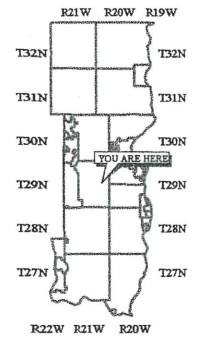
Source: Washington County Surveyor's Office.  
Phone: (509) 430-6875

Parcel data based on AS400 information current through August 31, 2002.  
Map printed: October 3, 2002.

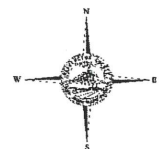




Location Map



Vicinity Map



This drawing is the result of a compilation and reproduction of land records as they appear in various Washington County offices. The drawing should be used for reference purposes only. Washington County is not responsible for any inaccuracies.

Source: Washington County Surveyor's Office. Phone (651) 420-6875

Parcel data based on AS400 information current through: August 31, 2002  
Map printed: October 8, 2002





Eric Svendsen  
10920 32nd St. N.  
Lake Elmo, MN, 55042

**Abutting property owners:**

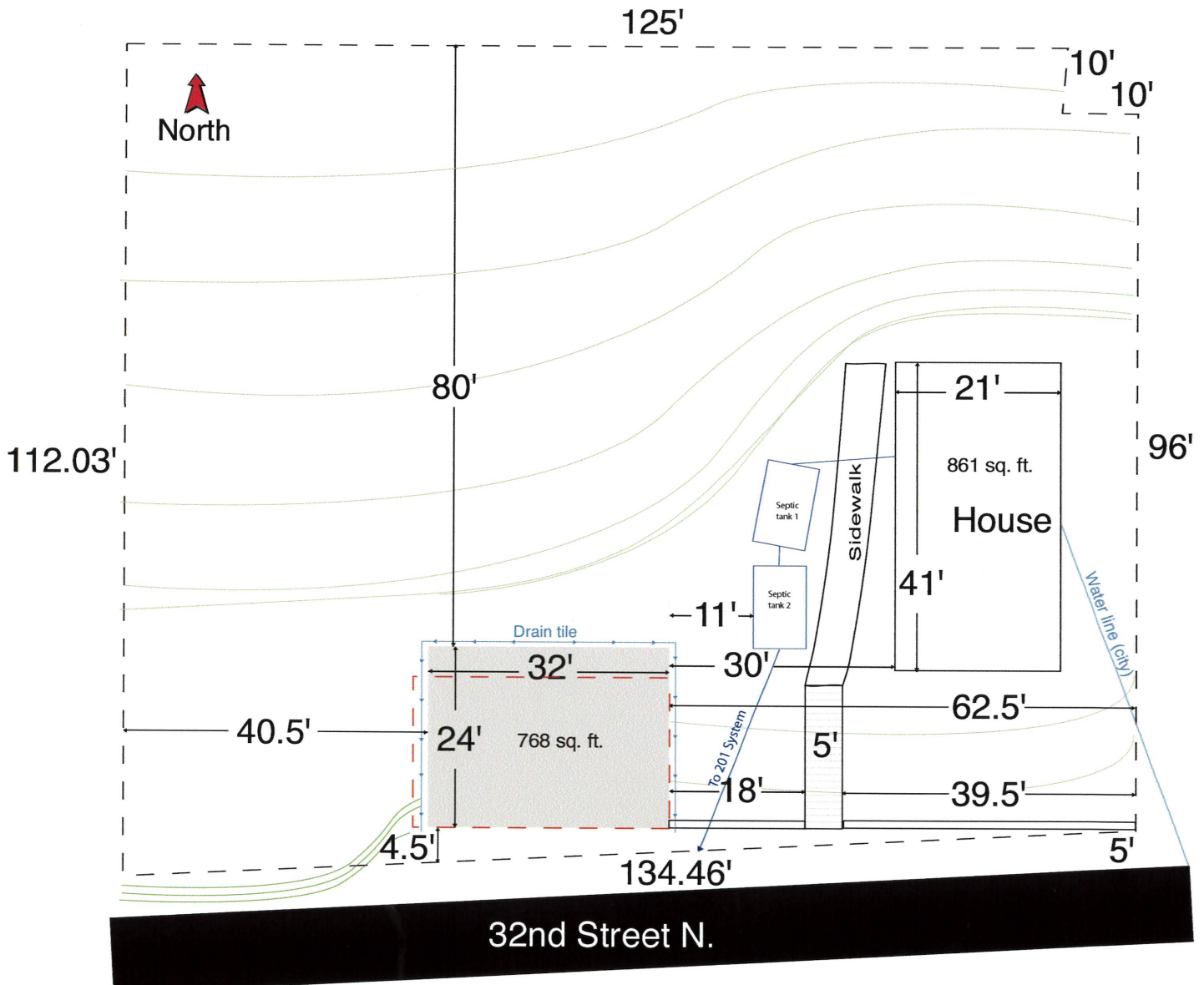
Harvey and Susan Markgraf (to West)  
Dean and Mary Rolfs (to East)  
John and Corrine Heroff (to North)

Scale: 1/256  
(1"=21.66')

-  - Proposed building site
-  - Old building site (34' x 20')

**Finished Exterior:**

Carved block front  
Horizontal vinyl siding (white)  
5/12 pitched roof with asphalt shingles  
2 single garage doors  
1 service entry door

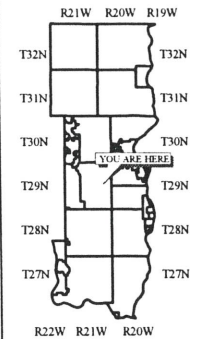


O PARK

FIRST REARRANGEMENT  
BLOCK 3 LAY



Location Map



Vicinity Map



This drawing is the result of a compilation and reproduction of land records as they appear in various Washington County offices. The drawing should be used for reference purposes only. Washington County is not responsible for any inaccuracies.

Source: Washington County Surveyor's Office  
Phone: (551) 430-6875

Parcel data based on AS400 information current through July 31, 2002.  
Map printed: September 4, 2002



**Eric Svendsen**  
10920 32nd St. N.  
Lake Elmo, MN, 55042

Pictures showing location of old garage with reference to road and embankment.



Eric Svendsen  
10920 32nd St. N.  
Lake Elmo, MN, 55042

I have talked to the following people and they have indicated  
that they have no objections to my building a new garage over the  
old foundation to replace the previous one. They are all within  
350' of the building location in question.



Debra Prokosch

Mike Owens

Erin Bitt

Scott Anderson

Harvey Markgraf

David Grove

**MEMO**

(October 10, 2002 for the meeting of October 17, 2002)

To: Lake Elmo Planning Commission

From: Chuck Dillerud

Subject: 2003 – 2007 Capital Improvements Program

---

As a function of the annual budgeting process, City Staff has assembled a draft Capital Improvements Program upon which we have scheduled a Public Hearing before the MAC/Planning Commission on October 17. The 2003-2007 draft CIP is a compilation of the capital requests of City department heads – as those requests were made. At this point there have been no adjustments made to those department head requests by the City Administrator or City Council – although the City Council had a brief look at the draft recently.

At this point, the Finance Director has only broadly identified sources of funding for some of the CIP components. As the Commissioners that have reviewed CIP's previously will recognize, this CIP is in a more detailed format than those presented previously as to the timing and descriptions of the various components.

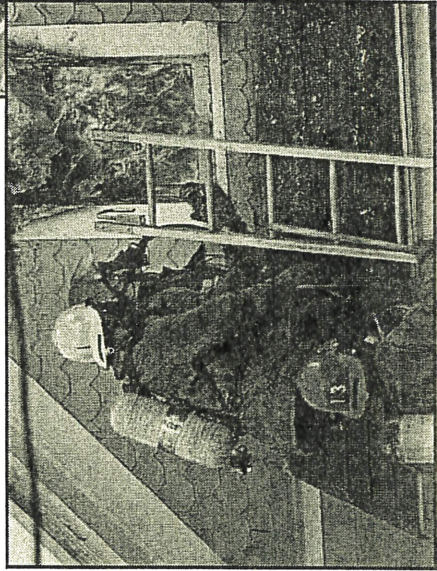
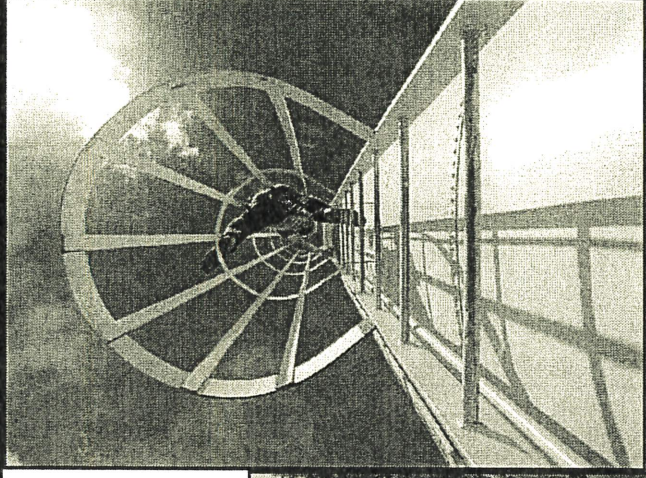
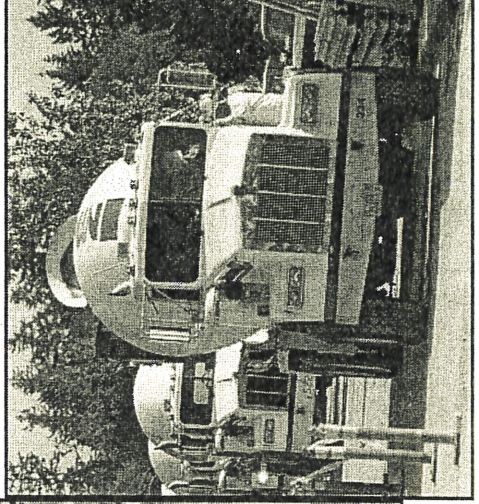
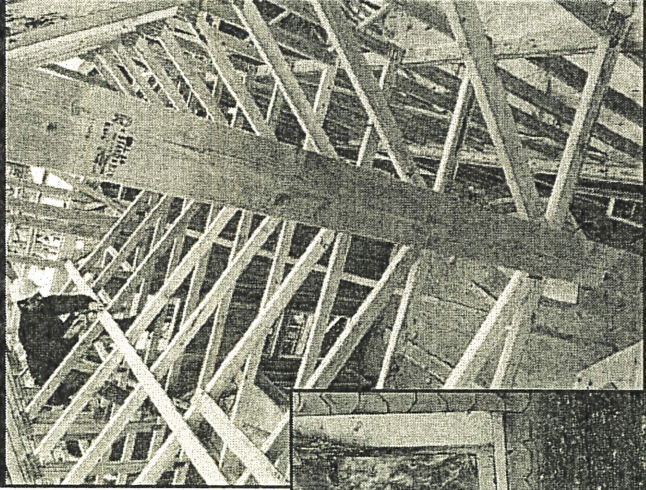
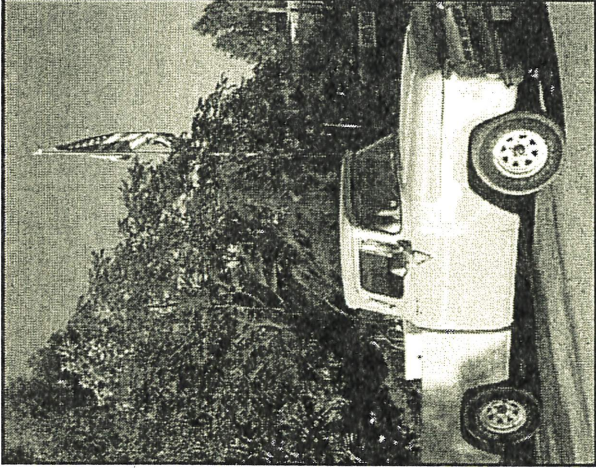
The task of the Planning Commission with the CIP is to hear any Public testimony regarding the draft; and, provide recommendations to the City Council regarding the relative timing of the components. The Finance Director and as many of the department heads as may be available will be in attendance to both explain the CIP and answer any questions the Commission may have regarding the CIP format and contents.



City of Lake Elmo

# Capital Improvement Program

2003—2007





CITY OF LAKE ELMO  
CAPITAL IMPROVEMENT PROGRAM  
2003 - 2007

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Planning Commission Public Hearing  
October 17, 2002  
Prepared by: Finance Director

Prepared: 10/11/2002, 8:31 AM



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## **Explanation of Program**

The City of Lake Elmo Capital Improvement Program (C.I.P.) is a comprehensive schedule of special project, equipment and building needs. This plan reflects the City's long-range physical development policies and priorities. The projects programmed for funding are based on urgency and the ability to finance.

The C.I.P. plan is for a five-year period and is updated annually. It sets forth the schedule, timing, estimated costs, and sources of funding to pay for the improvement. The C.I.P. plan also provides a summary of each capital improvement project, and where available, specific details.

The plan covers nonrecurring expenditures over \$1,000.00 in the following categories: parks, public works (streets), water enterprise, sewer enterprise, equipment, and public buildings. The plan includes projects that extend into or begin in any of the years in the 5-year planning cycle. Projects included in this C.I.P. have the following characteristics:

1. Project costs in excess of \$1000.00
2. Lease-Purchase Agreements (LPA)
3. Expected useful life of five years or more

The following describes the information listed in the following tables.

### **C.I.P. Project Number**

A number assigned to each project as it is initiated. This number identifies the project and will remain with the project until it is completed. The C.I.P. number is used in reviewing the status of ongoing projects and evaluating past years' efforts and accomplishments as C.I.P. projects are completed.

### **Project Category**

The project category identifies the department or enterprise fund which is responsible to monitor the status of the project.

### **Project Name and Location**

The project name and location provides a brief description of the project and its location.

### **Total Project Cost**

The estimated total project cost includes: land acquisition, planning, engineering, construction, furnishings and contingencies, except where indicated otherwise. For projects that involve other agencies, unless otherwise noted, only those costs borne by the city are listed.

### **Funding Sources**

The funding source(s) identifies the financing methods that will be used to fund the project. Projects may be financed from several sources of funding. One source is general revenue. The general revenue fund is derived from the city's portion of property taxes paid, licenses, permits and service charges. Another source is Infrastructure. The Infrastructure fund contains revenues designated to fund non-municipal state aid street (MSA) street projects. An additional source of funding is MSA. The MSA funds are apportioned by the State of Minnesota based on miles of designated MSA roadways. Still another source of funding is special assessment. A special assessment is levied against a parcel of property based on the city's assessment policy and is usually used for street, water and sewer projects. The city also has two enterprise funds, water and sewer that are used to finance projects in those categories. The enterprise funds are established through connection and operating revenues. The final source of funding is bonding. The city rarely has issued bonds to cover capital improvement projects. If necessary, a general obligation bond is sold by the city and repaid over a number of years through the city's portion of the property taxes. **These funding sources have not yet been finalized.**



**CITY OF LAKE ELMO CAPITAL IMPROVEMENT PROGRAM  
2003 – 2007 PROJECTED EXPENDITURES  
BY PROJECT CATEGORY AND YEAR**

<p style="text-align: center;"><b>Table 1</b> <b>2003 – 2007 Projected Expenditures</b></p>						
<b>Project Category</b>	<b>2003</b>	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2003 – 2007 TOTAL</b>
Parks (1000)	267,000	19,000	2,000	0	0	288,000
Water Enterprise (2000)	48,000	95,000	45,000	45,000	45,000	278,000
Sewer Enterprise (3000)	21,000	50,000	0	0	0	71,000
Streets (4000)	799,980	218,692	370,184	19,912	1,000,000	2,408,768
Equipment (5000)	329,000	119,000	69,500	158,000	75,000	750,500
Public Buildings (6000)						
<b>TOTAL</b>	<b>1,464,980</b>	<b>501,692</b>	<b>486,684</b>	<b>222,912</b>	<b>1,120,000</b>	<b>3,796,268</b>

**CITY OF LAKE ELMO CAPITAL IMPROVEMENT PROGRAM  
2003 – 2007 PROJECT EXPENDITURES  
BY SOURCE OF FUNDS AND YEARS**

**Table 2  
2003 – 2007 Funding Sources**

Year	General Revenue**	Infrastructure	MSA	Special Assessments	Water Enterprise	Sewer Enterprise	Grants	Bonds	Total
2003	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
2004	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
2005	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
2006	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
2007	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD
<b>TOTAL</b>	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD	TBD

\*\* General revenue includes: levy, capital repair and maintenance funds, fund balances and unfunded projects

**CITY OF LAKE ELMO CAPITAL IMPROVEMENT PROGRAM**  
**2003 – 2007 PROJECT EXPENDITURES**  
**BY PROJECT AND YEARS**

**Table 3**  
**2003 – 2007 Projects by Year**

<b>Item Number</b>	<b>Project Name and Location</b>	<b>Department</b>	<b>2003</b>	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>TOTAL COST</b>
2003-1000	VFW Park Water Service	Parks	5,000	0	0	0	0	5,000
2003-1001	Pebble Park Equipment	Parks	2,000	0	0	0	0	2,000
2003-1002	20 <sup>th</sup> Street Trail	Parks	250,000	0	0	0	0	250,000
2003-1003	Remill and Grade Sunfish Lake Driveways	Parks	10,000	0	0	0	0	10,000
2003-2000	Fire Demand and Storage Requirement Study	Water Enterprise	3,000	0	0	0	0	3,000
2003-2001	Future Looping of Water Mains	Water Enterprise	15,000	0	0	0	0	15,000
2003-2002	Replace Water Mains	Water Enterprise	15,000	0	0	0	0	15,000
2003-2003	2 <sup>nd</sup> Connection to Oakdale for Lake Jane System	Water Enterprise	10,000	0	0	0	0	10,000
2003-2004	Repaint Water Tower	Water Enterprise	5,000	0	0	0	0	5,000
2003-3000	Generator Connection Hudson Blvd. Lift Station	Sewer Enterprise	5,000	0	0	0	0	5,000
2003-3001	General Connection Legion Ave & 32 <sup>nd</sup> Street	Sewer Enterprise	3,000	0	0	0	0	3,000

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**Table 3**  
**2003 – 2007 Projects by Year**

<b>Item Number</b>	<b>Project Name and Location</b>	<b>Department</b>	<b>2003</b>	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>TOTAL COST</b>
2003-3002	Lift Station Upgrade, 32 <sup>nd</sup> Street	Sewer Enterprise	10,000	0	0	0	0	10,000
2003-3003	Replace Legion Avenue Drainfield Fence	Sewer Enterprise	3,000	0	0	0	0	3,000
2003-4000	50 <sup>th</sup> and Hill Trail Reconstruction	Public Works	425,000	0	0	0	0	425,000
2003-4001	49 <sup>th</sup> Street Overlay	Public Works	7,112	0	0	0	0	7,112
2003-4002	Jane Circle Overlay	Public Works	9,484	0	0	0	0	9,484
2003-4003	Jasper Avenue Overlay	Public Works	13,868	0	0	0	0	13,868
2003-4004	Jerome Avenue Overlay	Public Works	8,000	0	0	0	0	8,000
2003-4005	Hill Top Avenue Reconstruction	Public Works	280,000	0	0	0	0	280,000
2003-4006	Irish Avenue Overlay	Public Works	6,600	0	0	0	0	6,600
2003-4007	Ironwood Trail Overlay	Public Works	16,624	0	0	0	0	16,624
2003-4008	27 <sup>th</sup> Street Overlay	Public Works	23,224	0	0	0	0	23,224
2003-4009	28 <sup>th</sup> Street Overlay	Public Works	3,468	0	0	0	0	3,468
2003-4010	27 <sup>th</sup> Court Overlay	Public Works	6,600	0	0	0	0	6,600
2003-5000	Telephones	Administration	10,000	0	0	0	0	10,000
2003-5001	Cushman Truckster	Parks	20,000	0	0	0	0	20,000
2003-5002	John Deer Tractor/Mower	Public Works	80,000	0	0	0	0	80,000
2003-5003	Water Line Locator	Public Works	5,000	0	0	0	0	5,000
2003-5004	Grass Rig	Fire	70,000	0	0	0	0	70,000

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**Table 3**  
**2003 – 2007 Projects by Year**

Item Number	Project Name and Location	Department	2003	2004	2005	2006	2007	TOTAL COST
2003-5005	Replace Air Packs	Fire	120,000	0	0	0	0	120,000
2003-5006	Air Compressor	Fire	15,000	0	0	0	0	15,000
2003-5007	Civil defense siren	Fire	9,000	0	0	0	0	9,000
	<b>SUBTOTAL</b>		<b>1,464,980</b>					<b>1,464,980</b>
2004-1000	Reid Park Equipment	Parks	0	2,000	0	0	0	2,000
2004-1001	Reid Park Parking Lot	Parks	0	10,000	0	0	0	10,000
2004-1002	Pebble Park Tennis Court Resurfacing	Parks	0	7,000	0	0	0	7,000
2004-2000	Replace Laverne Ave Water Main	Water Enterprise	0	50,000	0	0	0	50,000
2004-2001	Future Looping of Water Mains	Water Enterprise	0	15,000	0	0	0	15,000
2004-2002	Replace Water Mains	Water Enterprise	0	15,000	0	0	0	15,000
2004-2003	2 <sup>nd</sup> Connection to Oakdale for Lake Jane System	Water Enterprise	0	10,000	0	0	0	10,000
2004-2004	Repaint Water Tower	Water Enterprise	0	5,000	0	0	0	5,000
2004-3000	Add Wetland Treatment, 32 <sup>nd</sup> Street Drainfield	Sewer Enterprise	0	50,000	0	0	0	50,000
2004-4000	45 <sup>th</sup> and Julep Overlay	Public Works	0	63,800	0	0	0	63,800
2004-4001	Keats Overlay	Public Works	0	96,800	0	0	0	96,800
2004-4002	Laverne Overlay	Public Works	0	12,088	0	0	0	12,088

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**Table 3**  
**2003 – 2007 Projects by Year**

<b>Item Number</b>	<b>Project Name and Location</b>	<b>Department</b>	<b>2003</b>	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>TOTAL COST</b>
2004-4003	Layton Overlay	Public Works	0	13,868	0	0	0	13,868
2004-4004	Leeward Overlay	Public Works	0	23,824	0	0	0	23,824
2004-4005	11 <sup>th</sup> Street Overlay	Public Works	0	8,312	0	0	0	8,312
2004-5000	Computers/Network	Administration	0	20,000	0	0	0	20,000
2004-5001	Dump truck	Public Works	0	90,000	0	0	0	90,000
2004-5002	Civil defense siren	Fire	0	9,000	0	0	0	9,000
	<b>SUBTOTAL</b>			<b>501,692</b>				<b>501,692</b>
2005-1000	Tablyn Park Equipment	Parks	0	0	2,000	0	0	2,000
2005-2000	Future Looping of Water Mains	Water Enterprise	0	0	15,000	0	0	15,000
2005-2001	Replace Water Mains	Water Enterprise	0	0	15,000	0	0	15,000
2005-2002	2 <sup>nd</sup> Connection to Oakdale for Lake Jane System	Water Enterprise	0	0	10,000	0	0	10,000
2005-2003	Repaint Water Tower	Water Enterprise	0	0	5,000	0	0	5,000
2005-4000	Laverne (Old Village) Reconstruction	Public Works	0	0	250,000	0	0	250,000
2005-4001	Lisbon Overlay	Public Works	0	0	11,376	0	0	11,376
2005-4002	Legion Lane Overlay	Public Works	0	0	36,976	0	0	36,976
2005-4003	Legion Circle Overlay	Public Works	0	0	4,268	0	0	4,268
2005-4004	Legion Court Overlay	Public Works	0	0	3,556	0	0	3,556
2005-4005	21 <sup>st</sup> Street Overlay	Public Works	0	0	33,068	0	0	33,068

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<p style="text-align: center;"><b>Table 3</b> <b>2003 – 2007 Projects by Year</b></p>								
<b>Item Number</b>	<b>Project Name and Location</b>	<b>Department</b>	<b>2003</b>	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>TOTAL COST</b>
2005-4006	Ivy Court Overlay	Public Works	0	0	5,868	0	0	5,868
2005-4007	Isle Avenue Overlay, 42 <sup>nd</sup> to cul-de-sac	Public Works	0	0	9,388	0	0	9,388
2005-4008	Irvine Circle Overlay	Public Works	0	0	8,532	0	0	8,532
2005-4009	Irvine Court Overlay	Public Works	0	0	7,152	0	0	7,152
2005-5000	Copy Machine	Administration	0	0	35,000	0	0	35,000
2005-5001	Mower/Trailer	Parks	0	0	14,500	0	0	14,500
2005-5002	Civil defense siren	Fire	0	0	20,000	0	0	20,000
	<b>SUBTOTAL</b>				<b>486,684</b>			<b>486,684</b>
2006-2000	Future Looping of Water Mains	Water Enterprise	0	0	0	15,000	0	15,000
2006-2001	Replace Water Mains	Water Enterprise	0	0	0	15,000	0	15,000
2006-2002	2 <sup>nd</sup> Connection to Oakdale for Lake Jane System	Water Enterprise	0	0	0	10,000	0	10,000
2006-2003	Repaint Water Tower	Water Enterprise	0	0	0	5,000	0	5,000
2006-4000	Isle Ave Overlay, Jamaca to cul-de-sac	Public Works	0	0	0	19,912	0	19,912
2006-5000	Pick-up Truck	Parks	0	0	0	30,000	0	30,000
2006-5001	Backhoe	Public Works	0	0	0	48,000	0	48,000
2006-5002	Turnout Gear	Fire	0	0	0	60,000	0	60,000
2006-5003	Civil defense siren	Fire	0	0	0	20,000	0	20,000

**Table 3**  
**2003 – 2007 Projects by Year**

<b>Item Number</b>	<b>Project Name and Location</b>	<b>Department</b>	<b>2003</b>	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>TOTAL COST</b>
	<b>SUBTOTAL</b>					<b>222,912</b>		<b>222,912</b>
2007-2000	Future Looping of Water Mains	Water Enterprise	0	0	0	0	15,000	0
2007-2001	Replace Water Mains	Water Enterprise	0	0	0	0	15,000	0
2007-2002	2 <sup>nd</sup> Connection to Oakdale for Lake Jane System	Water Enterprise	0	0	0	0	10,000	0
2007-2003	Repaint Water Tower	Water Enterprise	0	0	0	0	5,000	0
2007-4000	20 <sup>th</sup> and Manning Reconstruction	Public Works	0	0	0	0	1,000,000	1,000,000
2007-5000	Rotary Mower	Parks	0	0	0	0	15,000	15,000
2007-5001	4-wheel drive vehicle	Fire	0	0	0	0	40,000	40,000
2007-5002	Civil defense siren	Fire	0	0	0	0	20,000	20,000
	<b>SUBTOTAL</b>						<b>1,120,000</b>	<b>1,120,000</b>
	<b>GRAND TOTAL</b>		<b>1,464,980</b>	<b>492,692</b>	<b>466,684</b>	<b>202,912</b>	<b>1,100,000</b>	<b>3,796,268</b>

\* Designates lease price

**CAPITAL IMPROVEMENT PROGRAM**  
**2003 – 2007**  
**PARKS DEPARTMENT**

Parks Department Summary for Park Improvements					
Year	Item Number	Project Description	Estimated Cost	Proposed Funding Sources	Amount
<b>2003</b>	2003-1000	VFW Park Water Service	5,000	Park Dedication	TBD
	2003-1001	Pebble Park Equipment	2,000	Park Dedication	TBD
	2003-1002	20 <sup>th</sup> Street Trail	250,000	Volunteer services City staff efforts Potential Grant	
	2003-1003	Remill and Grade Sunfish Lake Driveways	10,000	Park Dedication	TBD
<b>2004</b>	2004-1000	Reid Park Equipment	2,000	Park Dedication	TBD
	2004-1001	Reid Park Parking Lot Expansion	10,000	CIP fund balance	TBD
	2004-1002	Pebble Park Tennis Court resurfacing	7,000	Park Dedication	TBD
<b>2005</b>	2005-1000	Tablyn Park Equipment	2,000	Park Dedication	TBD
<b>TOTAL</b>			<b>288,000</b>		



## Project Description Detail

**2003-1000, VFW Park Water Service.** The VFW park is in need of additional water service. This project includes adding appropriate additional service with a fountain and a hydrant.

**2003-1001, Pebble Park Equipment.** Pebble Park is a 17-acre developed park serving residents in the Hidden Bay development. This neighborhood park currently has tennis courts, a ball field, and playground area. The prior playground equipment, removed and replaced in 1997, had a swing set component; however a replacement was not installed with the new equipment. The City is proposing to add the swing set equipment for use by neighboring children.

**2003-1002, 20<sup>th</sup> Street Trail.** Currently, a pedestrian and bicycle trail does not exist on 20<sup>th</sup> Street. This street is a designated MSA roadway that abuts Tartan Park with a speed limit of 45 m.p.h. Safety concerns have been raised around pedestrian traffic walking/traveling on a gravel shoulder on a higher speed roadway. Reconstruction of the roadway is in the street improvement section of the Capital Improvement Program for 2007. The Parks Commission feels that the pedestrian issues need to be addressed sooner than the roadway reconstruction. As a result, preliminary discussions about funding participation with Tartan Park representatives have occurred. In addition to this potential funding participation, there may be some work that can be accomplished by City staff. The City staff is also looking at applying for an MSA grant to defray some of the project costs. The proposed trailway would be 8 feet wide on one side of the road, with an approximate length of 4,225 feet.

**2003-1003, Re-mill and Grade Sunfish Lake Park Driveways.** Sunfish Lake Park driveways were originally constructed with milled materials from Trunk Highway 5 approximately 9 years ago. The hard packed surface has now deteriorated to a condition that requires remilling of the old surface and relaying of a gravel surface. This project will recycle the old materials and add some gravel mixture. These driveways will no longer be a hard-packed surface.

**2004-1000, Reid Park Equipment.** Reid Park is a 30-acre developed park serving the residents in the Old Village and Heritage development. This neighborhood park was expanded in 2001 to include a new play area. The older existing play equipment must be removed because it no longer meets safety standards. With its one mile trail system, it draws residents from several neighboring developments. The City staff is proposing to add the swing set equipment to replace the existing equipment that must be removed.

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**2004-1001, Reid Park Parking Lot Expansion.** When the old playground equipment is removed, the current parking lot will be expanded to handle the number of vehicles parking at the facility for ball games, etc.

**2004-1002, Pebble Park Tennis Court Resurfacing.** Pebble Park is a 17-acre developed park serving residents in the Hidden Bay development. This neighborhood park currently has tennis courts, a ball field, and playground area. The tennis court area in Pebble Park will need resurfacing to maintain the integrity of the surface and maximize its life span.

**2005-1000, Tablyn Park Equipment.** Tablyn Park is a 9-acre developed park serving residents in the Tablyn development and Lake Elmo Heights area. Currently, this park has tennis courts, a ball field, football/soccer area and play equipment. During the past few years, the City, in conjunction with volunteer assistance from the Boy Scouts, relocated the primary play areas, added a handrail, groomed the ball field and installed new playground equipment. In addition to serving local residents, this park is utilized by the Mahtomedi, Oakdale and Valley Branch school districts as well as the Oakdale Athletic Association, each providing organized athletic activities for Lake Elmo students. The City is proposing to replace the current equipment that no longer meets currently safe standards and is scheduled for removal in 2003.

**CAPITAL IMPROVEMENT PROGRAM**  
**2003 – 2007**  
**ENTERPRISE FUNDS**

Water Enterprise Fund						
Year	Item Number	Project Description	Estimated Cost	Proposed Funding Sources	Amount	
2003	2003-2000	Fire Demand and Store Req. Study	3,000	Water Enterprise		TBD
	2003-2001	Future Looping of Water Mains	15,000	Water Enterprise		TBD
	2003-2002	Replace Water Mains	15,000	Water Enterprise		TBD
	2003-2003	2 <sup>nd</sup> Connection to Oakdale for Lake Jane System	10,000	Water Enterprise		TBD
	2003-2004	Repaint Water Tower	5,000	Water Enterprise		TBD
2004	2004-2000	Replace Laverne Ave Water Main with Street Project	50,000	Water Enterprise		TBD
	2004-2001	Future Looping of Water Mains	15,000	Water Enterprise		TBD
	2004-2002	Replace Water Mains	15,000	Water Enterprise		TBD

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Water Enterprise Fund					
Year	Item Number	Project Description	Estimated Cost	Proposed Funding Sources	Amount
	2004-2003	2 <sup>nd</sup> Connection to Oakdale for Lake Jane System	10,000	Water Enterprise	TBD
	2004-2004	Repaint Water Tower	5,000	Water Enterprise	TBD
2005	2005-2000	Future Looping of Water Mains	15,000	Water Enterprise	TBD
	2005-2001	Replace Water Mains	15,000	Water Enterprise	TBD
	2005-2002	2 <sup>nd</sup> Connection to Oakdale for Lake Jane System	10,000	Water Enterprise	TBD
	2005-2003	Repaint Water Tower	5,000	Water Enterprise	TBD
2006	2006-2000	Future Looping of Water Mains	15,000	Water Enterprise	TBD
	2006-2001	Replace Water Mains	15,000	Water Enterprise	TBD
	2006-2002	2 <sup>nd</sup> Connection to Oakdale for Lake Jane System	10,000	Water Enterprise	TBD
	2006-2003	Repaint Water Tower	5,000	Water Enterprise	TBD

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Planning Commission Public Hearing  
October 17, 2002  
Prepared by: Finance Director

Prepared: 10/11/2002, 8:31 AM

Water Enterprise Fund					
Year	Item Number	Project Description	Estimated Cost	Proposed Funding Sources	Amount
2007	2007-2000	Future Looping of Water Mains	15,000	Water Enterprise	TBD
	2007-2001	Replace Water Mains	15,000	Water Enterprise	TBD
	2007-2002	2 <sup>nd</sup> Connection to Oakdale for Lake Jane System	10,000	Water Enterprise	TBD
	2007-2003	Repaint Water Tower	5,000	Water Enterprise	TBD
		<b>TOTAL</b>	<b>278,000</b>		

#### Project Description Detail

**2003-2000, Fire Demand and Storage Requirements Study.** This study is required to monitor the fire demand and storage requirements to serve the Old Village section of the City.

**2003-2001, Future Looping of Water Mains.** The City needs to consider securing water enterprise funds for the future looping of water mains. The replacement of these water mains will occur concurrently with the street replacement of streets. This is the first year to deposit funds into an account to fund future looping of water mains in the Old Village. The future looping will occur with future development and is expected to cost \$150,000.

**2003-2002, Replace Water Mains.** The City needs to consider securing water enterprise funds for the replacement of aging water mains in the Old Village. The replacement of these water mains will occur concurrently with the street replacement of streets. This is the first year to deposit funds into an account to fund future replacement of the water mains in this area. The anticipated cost of the project is \$200,000.

**2003-2003, Second Connection to Oakdale Water System in Lake Jane area.** The City needs to consider securing water enterprise funds for the future additional connection to the Oakdale Water System in the Lake Jane area. This additional connection will be required with the development of the 3M property. This is the first year to deposit funds into an account to fund the second connection to the Oakdale water system. The anticipated cost of the project is \$100,000.

**2003-2004, Repaint Water Tower.** The water tower in the Old Village is in need of repainting. The City needs to consider securing water enterprise funds for the future painting of this water tower. This should only occur after the Fire Demand and Storage Requirements Study, project 2003-1000, has been completed. Water towers are painted and inspected on an as needed basis. This is the first year to deposit funds into an account to fund the repainting of this water tower. The anticipated cost of the project is \$50,000.

**2004-2000, Replace Laverne Avenue Water Main with Street Project.** The water main under Laverne Avenue is in need of replacement. It is most cost-effective to replace this water main currently with the reconstruction of the roadway.

**2004-2001, Future Looping of Water Mains.** The City needs to consider securing water enterprise funds for the future looping of water mains. The replacement of these water mains will occur concurrently with the street replacement of streets. This is the second year to deposit funds into an account to fund future looping of water mains in the Old Village. The future looping will occur with future development and is expected to cost \$150,000.

**2004-2002, Replace Water Mains.** The City needs to consider securing water enterprise funds for the replacement of aging water mains in the Old Village. The replacement of these water mains will occur concurrently with the street replacement of streets. This is the second year to deposit funds into an account to fund future replacement of the water mains in this area. The anticipated cost of the project is \$200,000.



**2004-2003, Second Connection to Oakdale Water System in Lake Jane area.** The City needs to consider securing water enterprise funds for the future additional connection to the Oakdale Water System in the Lake Jane area. This additional connection will be required with the development of the 3M property. This is the second year to deposit funds into an account to fund the second connection to the Oakdale water system. The anticipated cost of the project is \$100,000.

**2004-2004, Repaint Water Tower.** The water tower in the Old Village is in need of repainting. The City needs to consider securing water enterprise funds for the future painting of this water tower. This should only occur after the Fire Demand and Storage Requirements Study, project 2003-1000, has been completed. Water towers are painted and inspected on an as needed basis. This is the second year to deposit funds into an account to fund the repainting of this water tower. The anticipated cost of the project is \$50,000.

**2005-2000, Future Looping of Water Mains.** The City needs to consider securing water enterprise funds for the future looping of water mains. The replacement of these water mains will occur concurrently with the street replacement of streets. This is the third year to deposit funds into an account to fund future looping of water mains in the Old Village. The future looping will occur with future development and is expected to cost \$150,000.

**2005-2001, Replace Water Mains.** The City needs to consider securing water enterprise funds for the replacement of aging water mains in the Old Village. The replacement of these water mains will occur concurrently with the street replacement of streets. This is the third year to deposit funds into an account to fund future replacement of the water mains in this area. The anticipated cost of the project is \$200,000.

**2005-2002, Second Connection to Oakdale Water System in Lake Jane area.** The City needs to consider securing water enterprise funds for the future additional connection to the Oakdale Water System in the Lake Jane area. This additional connection will be required with the development of the 3M property. This is the third year to deposit funds into an account to fund the second connection to the Oakdale water system. The anticipated cost of the project is \$100,000.

**2005-2003, Repaint Water Tower.** The water tower in the Old Village is in need of repainting. The City needs to consider securing water enterprise funds for the future painting of this water tower. This should only occur after the Fire Demand and Storage Requirements Study, project 2003-1000, has been completed. Water towers are painted and inspected on an as needed basis. This is

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the third year to deposit funds into an account to fund the repainting of this water tower. The anticipated cost of the project is \$50,000.

**2006-2000, Future Looping of Water Mains.** The City needs to consider securing water enterprise funds for the future looping of water mains. The replacement of these water mains will occur concurrently with the street replacement of streets. This is the fourth year to deposit funds into an account to fund future looping of water mains in the Old Village. The future looping will occur with future development and is expected to cost \$150,000.

**2006-2001, Replace Water Mains.** The City needs to consider securing water enterprise funds for the replacement of aging water mains in the Old Village. The replacement of these water mains will occur concurrently with the street replacement of streets. This is the fourth year to deposit funds into an account to fund future replacement of the water mains in this area. The anticipated cost of the project is \$200,000.

**2006-2002, Second Connection to Oakdale Water System in Lake Jane area.** The City needs to consider securing water enterprise funds for the future additional connection to the Oakdale Water System in the Lake Jane area. This additional connection will be required with the development of the 3M property. This is the fourth year to deposit funds into an account to fund the second connection to the Oakdale water system. The anticipated cost of the project is \$100,000.

**2006-2003, Repaint Water Tower.** The water tower in the Old Village is in need of repainting. The City needs to consider securing water enterprise funds for the future painting of this water tower. This should only occur after the Fire Demand and Storage Requirements Study, project 2003-1000, has been completed. Water towers are painted and inspected on an as needed basis. This is the fourth year to deposit funds into an account to fund the repainting of this water tower. The anticipated cost of the project is \$50,000.

**2007-2000, Future Looping of Water Mains.** The City needs to consider securing water enterprise funds for the future looping of water mains. The replacement of these water mains will occur concurrently with the street replacement of streets. This is the fifth year to deposit funds into an account to fund future looping of water mains in the Old Village. The future looping will occur with future development and is expected to cost \$150,000.

**2007-2001, Replace Water Mains.** The City needs to consider securing water enterprise funds for the replacement of aging water mains in the Old Village. The replacement of these water mains will occur concurrently with the street replacement of streets. This is the fifth year to deposit funds into an account to fund future replacement of the water mains in this area. The anticipated cost of the project is \$200,000.

**2007-2002, Second Connection to Oakdale Water System in Lake Jane area.** The City needs to consider securing water enterprise funds for the future additional connection to the Oakdale Water System in the Lake Jane area. This additional connection will be required with the development of the 3M property. This is the fifth year to deposit funds into an account to fund the second connection to the Oakdale water system. The anticipated cost of the project is \$100,000.

**2007-2003, Repaint Water Tower.** The water tower in the Old Village is in need of repainting. The City needs to consider securing water enterprise funds for the future painting of this water tower. This should only occur after the Fire Demand and Storage Requirements Study, project 2003-1000, has been completed. Water towers are painted and inspected on an as needed basis. This is the fifth year to deposit funds into an account to fund the repainting of this water tower.



Sewer Enterprise Fund					
Year	Item Number	Project Description	Estimated Cost	Proposed Funding Sources	Amount
2003	2003-3000	Generator Connection Hudson Blvd. Lift Station	5,000	Regional	TBD
	2003-3001	Generator Connection Legion Ave and 32 <sup>nd</sup> Street Lift Station	3,000	Municipal	TBD
	2003-3002	Lift Station Upgrade 32 <sup>nd</sup> Street	10,000	Municipal	TBD
	2003-3003	Replace Legion Avenue Drainfield Fence	3,000	Municipal	TBD
2004	2004-3000	Add Wetland Treatment 32 <sup>nd</sup> Street Drainfield	50,000	Municipal	TBD
		<b>TOTAL</b>	<b>71,000</b>		

#### Project Description Detail

**2003-3000, Generator Connection Hudson Blvd. Lift Station.** The City is retrofitting all electrically powered water and sewer pumps with a connection to accommodate use of the City's portable electrical generator during extended power outages. This is a Metropolitan Council owned facility; and funding will be requested from that governmental body.

**2003-3001, Generator Connection Legion Avenue & 32<sup>nd</sup> Street.** The City is retrofitting all electrically powered water and sewer pumps with a connection to accommodate use of the City's portable electrical generator during extended power outages. This is a City-owned 201 system facility.

**2003-3002, Lift Station Upgrade 32<sup>nd</sup> Street.** This 201 sewer pumping facility was constructed in the 1980's. The mechanical components (pumps, motors, and associated plumbing) are in need of overhaul/replacement to avoid catastrophic failure.

**2003-3003, Replace Legion Avenue Drainfield Fence.** The existing security fencing around the drainfield has deteriorated to the point of replacement. The integrity of the drainfield must be maintained with functional security fencing.

**2004-3000, Add Wetland Treatment 32<sup>nd</sup> Street Drainfield.** The 32<sup>nd</sup> Street 201 system drainfield is close to Lake Elmo and nearly 20 years old. The City Engineer recommends this drainfield be augmented with new constructed wetlands treatment to insure against future failure and allow for increased capacity. This increased capacity will provide an option for property owners in the Old Village with ISTS systems and allow additional hook-ups.

**CAPITAL IMPROVEMENT PROGRAM**  
**2003 – 2007**  
**PUBLIC WORKS DEPARTMENT – STREET IMPROVEMENTS**

Public Works Department Summary for Street Improvements					
Year	Item Number	Project Description	Estimated Cost	Proposed Funding Sources	Amount
2003	2003-4000	50 <sup>th</sup> and Hill Trail Reconstruction	425,000	Assessment General Revenue	TBD
	2003-4001	49 <sup>th</sup> Street Overlay	7,112	Assessment General Revenue	TBD
	2003-4002	Jane Circle Overlay	9,484	Assessment General Revenue	TBD
	2003-4003	Jasper Avenue Overlay	13,868	Assessment General Revenue	TBD
	2003-4004	Jerome Avenue Overlay	8,000	Assessment General Revenue	TBD
	2003-4005	Hill Top Avenue Reconstruction	280,000	Assessment General Revenue	TBD

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October 17, 2002  
Prepared by: Finance Director

Prepared: 10/11/2002, 8:31 AM



Public Works Department Summary for Street Improvements					
Year	Item Number	Project Description	Estimated Cost	Proposed Funding Sources	Amount
	2003-4006	Irish Avenue Overlay	6,600	Assessment General Revenue	TBD TBD
	2003-4007	Ironwood Trail Overlay	16,624	Assessment General Revenue	TBD
	2003-4008	27 <sup>th</sup> Street Overlay	23,224	Assessment General Revenue	TBD
	2003-4009	28 <sup>th</sup> Street Overlay	3,468	Assessment General Revenue	TBD
	2003-4010	27 <sup>th</sup> Court Overlay	6,600	Assessment General Revenue	TBD
2004	2004-4000	45 <sup>th</sup> and Julep Overlay	63,800	MSA Construction Assessment	TBD
	2004-4001	Keats Overlay	96,800	MSA Construction Assessment	TBD
	2004-4002	Laverne Overlay	12,088	Assessment General Revenue	TBD

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Public Works Department Summary for Street Improvements						
Year	Item Number	Project Description	Estimated Cost	Proposed Funding Sources	Amount	
	2004-4003	Layton Overlay	13,868	Assessment General Revenue	TBD	TBD
	2004-4004	Leeward Overlay	23,824	Assessment General Revenue	TBD	TBD
	2004-4005	11 <sup>th</sup> Street Overlay	8,312	Assessment General Revenue	TBD	TBD
2005	2005-4000	Laverne (Old Village) Recon.	250,000	MSA Construction Assessment General Revenue	TBD	TBD
	2005-4001	Lisbon Overlay	11,376	Assessment General Revenue	TBD	TBD
	2005-4002	Legion Lane Overlay	36,976	Assessment General Revenue	TBD	TBD
	2005-4003	Legion Circle Overlay	4,268	Assessment General Revenue	TBD	TBD

Public Works Department Summary for Street Improvements					
Year	Item Number	Project Description	Estimated Cost	Proposed Funding Sources	Amount
	2005-4004	Legion Court Overlay	3,556	Assessment General Revenue	TBD
	2005-4005	21 <sup>st</sup> Street Overlay	33,068	Assessment General Revenue	TBD
	2005-4006	Ivy Court Overlay	5,868	Assessment General Revenue	TBD
	2005-4007	Isle Avenue Overlay, from 42 <sup>nd</sup> to cul-de-sac	9,388	Assessment General Revenue	TBD
	2005-4008	Irvine Circle Overlay	8,532	Assessment General Revenue	TBD
	2005-4009	Irvine Court Overlay	7,152	Assessment General Revenue	TBD
2006	2006-4000	Isle Ave Overlay, from Jamaca to cul-de-sac	19,912	Assessment General Revenue	TBD
2007	2007-4000	20 <sup>th</sup> and Manning Reconstruction	1,000,000	MSA Construction Assessment	TBD

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Public Works Department Summary for Street Improvements				
Year	Item Number	Project Description	Estimated Cost	Proposed Funding Sources
		TOTAL	2,408,768	Amount

#### Project Description Detail - Streets

**2003-4000, 50<sup>th</sup> and Hill Trail Reconstruction.** Pavement on 50<sup>th</sup> and Hill Trail was originally placed many years ago, prior to the city incorporation. Over the course of the years, the pavement has worn to necessitate a full reconstruction of the driving surface and base. This roadway was originally constructed at lower engineering standards. It is believed that the soil conditions under the roadway surface are less than desirable and contributing to the increased need for reconstruction.

**2003-4001, 49<sup>th</sup> Street Overlay.** Pavement on 49<sup>th</sup> Street is in need of an overlay. This roadway was last paved in 1986 and consists of approximately 1,778 square feet. This roadway has lasted 16 years. The overlay will consist of removing and replacing the driving surface. The base surface will remain. An overlay is an excellent method to preserve the base surface and reduce the need for a total road reconstruction at substantially higher cost. The estimated cost for the overlay is \$4.00 per square foot.

**2003-4002, Jane Circle Overlay.** Pavement on Jane Circle is in need of an overlay. This roadway was last paved in 1986 and consists of approximately 2,371 square feet. This roadway has lasted 16 years. The overlay will consist of removing and replacing the driving surface. The base surface will remain. An overlay is an excellent method to preserve the base surface and reduce the need for a total road reconstruction at substantially higher cost. The estimated cost for the overlay is \$4.00 per square foot.

**2003-4003, Jasper Avenue Overlay.** Pavement on Jasper Avenue is in need of an overlay. This roadway was last paved in 1986 and consists of approximately 3,467 square feet. This roadway has lasted 16 years. The overlay will consist of removing and replacing

the driving surface. The base surface will remain. An overlay is an excellent method to preserve the base surface and reduce the need for a total road reconstruction at substantially higher cost. The estimated cost for the overlay is \$4.00 per square foot.

**2003-4004, Jerome Avenue Overlay.** Pavement on Jerome Avenue is in need of an overlay. This roadway was last paved in 1986 and consists of approximately 2,000 square feet. This roadway has lasted 16 years. The overlay will consist of removing and replacing the driving surface. The base surface will remain. An overlay is an excellent method to preserve the base surface and reduce the need for a total road reconstruction at substantially higher cost. The estimated cost for the overlay is \$4.00 per square foot.

**2003-4005, Hilltop Avenue Reconstruction.** Pavement on Hilltop Avenue was originally placed in 1988. Over the course of the years, the pavement has worn to necessitate a full reconstruction of the driving surface and base. The road has deteriorated sufficiently to require a reconstruction.

**2003-4006, Irish Avenue Overlay.** Pavement on Irish Avenue is in need of an overlay. This roadway was last paved in 1988 and consists of approximately 1,650 square feet. This roadway has lasted 14 years. The overlay will consist of removing and replacing the driving surface. The base surface will remain. An overlay is an excellent method to preserve the base surface and reduce the need for a total road reconstruction at substantially higher cost. The estimated cost for the overlay is \$4.00 per square foot.

**2003-4007, Ironwood Trail Overlay.** Pavement on Ironwood Trail is in need of an overlay. This roadway was last paved in 1988 and consists of approximately 4,156 square feet. This roadway has lasted 14 years. The overlay will consist of removing and replacing the driving surface. The base surface will remain. An overlay is an excellent method to preserve the base surface and reduce the need for a total road reconstruction at substantially higher cost. The estimated cost for the overlay is \$4.00 per square foot.

**2003-4008, 27<sup>th</sup> Street Overlay.** Pavement on 27<sup>th</sup> Street is in need of an overlay. This roadway was last paved in 1988 and consists of approximately 5,806 square feet. This roadway has lasted 14 years. The overlay will consist of removing and replacing the driving surface. The base surface will remain. An overlay is an excellent method to preserve the base surface and reduce the need for a total road reconstruction at substantially higher cost. The estimated cost for the overlay is \$4.00 per square foot.

**2003-4009, 28<sup>th</sup> Street Overlay.** Pavement on 28<sup>th</sup> Street is in need of an overlay. This roadway was last paved in 1988 and consists of approximately 867 square feet. This roadway has lasted 14 years. The overlay will consist of removing and replacing the driving

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surface. The base surface will remain. An overlay is an excellent method to preserve the base surface and reduce the need for a total road reconstruction at substantially higher cost. The estimated cost for the overlay is \$4.00 per square foot.

**2003-4010, 27<sup>th</sup> Court Overlay.** Pavement on 27<sup>th</sup> Court is in need of an overlay. This roadway was last paved in 1988 and consists of approximately 1,650 square feet. This roadway has lasted 14 years. The overlay will consist of removing and replacing the driving surface. The base surface will remain. An overlay is an excellent method to preserve the base surface and reduce the need for a total road reconstruction at substantially higher cost. The estimated cost for the overlay is \$4.00 per square foot.

**2004-4000, 45<sup>th</sup> and Julep Overlay.** Pavement on 45<sup>th</sup> and Julep is in need of an overlay. This roadway was last paved in 1985 and consists of approximately 11,600 square feet. This roadway has lasted 17 years. This roadway is a designated Municipal State Aid Street (MSA) and qualifies to use MSA Construction funding. Special assessments will also be levied because benefit to adjoining properties will occur. The overage between MSA construction funding and special assessments will be placed in the Infrastructure budget to cover non-MSA roadway projects.

**2004-4001, Keats Overlay.** Pavement on Keats is in need of an overlay. This roadway was last paved in 1983 and consists of approximately 17,600 square feet. This roadway has lasted 19 years. This roadway is a designated Municipal State Aid Street (MSA) and qualifies to use MSA Construction funding. Special assessments will also be levied because benefit to adjoining properties will occur. The overage between MSA construction funding and special assessments will be placed in the Infrastructure budget to cover non-MSA roadway projects.

**2004-4002, Laverne Overlay.** Pavement on Laverne is in need of an overlay. This roadway was last paved in 1987 and consists of approximately 3,022 square feet. This roadway has lasted 15 years. The overlay will consist of removing and replacing the driving surface. The base surface will remain. An overlay is an excellent method to preserve the base surface and reduce the need for a total road reconstruction at substantially higher cost. The estimated cost for the overlay is \$4.00 per square foot.

**2004-4003, Layton Overlay.** Pavement on Layton is in need of an overlay. This roadway was last paved in 1987 and consists of approximately 3,467 square feet. This roadway has lasted 15 years. The overlay will consist of removing and replacing the driving surface. The base surface will remain. An overlay is an excellent method to preserve the base surface and reduce the need for a total road reconstruction at substantially higher cost. The estimated cost for the overlay is \$4.00 per square foot.

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Planning Commission Public Hearing

October 17, 2002

Prepared by: Finance Director

Prepared: 10/11/2002, 8:31 AM



**2004-4004, Leeward Overlay.** Pavement on Leeward is in need of an overlay. This roadway was last paved in 1987 and consists of approximately 5,956 square feet. This roadway has lasted 15 years. The overlay will consist of removing and replacing the driving surface. The base surface will remain. An overlay is an excellent method to preserve the base surface and reduce the need for a total road reconstruction at substantially higher cost. The estimated cost for the overlay is \$4.00 per square foot.

**2004-4005, 11<sup>th</sup> Street Overlay.** Pavement on 11<sup>th</sup> Street is in need of an overlay. This roadway was last paved in 1987 and consists of approximately 2,078 square feet. This roadway has lasted 15 years. The overlay will consist of removing and replacing the driving surface. The base surface will remain. An overlay is an excellent method to preserve the base surface and reduce the need for a total road reconstruction at substantially higher cost. The estimated cost for the overlay is \$4.00 per square foot.

**2005-4000, Laverne (Old Village) Reconstruction.** Pavement on Laverne in the Old Village is in need of reconstruction. Over the course of the years, the pavement has worn to necessitate a full reconstruction of the driving surface and base. This roadway is a designated Municipal State Aid Street (MSA) and qualifies to use MSA Construction funding. Special assessments will also be levied because benefit to adjoining properties will occur. The overage between MSA construction funding and special assessments will be placed in the Infrastructure budget to cover non-MSA roadway projects, or used to fund additional MSA projects.

**2005-4001, Lisbon Overlay.** Pavement on Lisbon is in need of an overlay. This roadway was last paved in 1978 and consists of approximately 2,844 square feet. This roadway has lasted 24 years. The overlay will consist of removing and replacing the driving surface. The base surface will remain. An overlay is an excellent method to preserve the base surface and reduce the need for a total road reconstruction at substantially higher cost. The estimated cost for the overlay is \$4.00 per square foot.

**2005-4002, Legion Lane Overlay.** Pavement on Legion Lane is in need of an overlay. This roadway was last paved in 1978 and consists of approximately 9,244 square feet. This roadway has lasted 24 years. The overlay will consist of removing and replacing the driving surface. The base surface will remain. An overlay is an excellent method to preserve the base surface and reduce the need for a total road reconstruction at substantially higher cost. The estimated cost for the overlay is \$4.00 per square foot.

**2005-4003, Legion Circle Overlay.** Pavement on Legion Circle is in need of an overlay. This roadway was last paved in 1978 and consists of approximately 1,067 square feet. This roadway has lasted 24 years. The overlay will consist of removing and replacing

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the driving surface. The base surface will remain. An overlay is an excellent method to preserve the base surface and reduce the need for a total road reconstruction at substantially higher cost. The estimated cost for the overlay is \$4.00 per square foot.

**2005-4004, Legion Court Overlay.** Pavement on Legion Court is in need of an overlay. This roadway was last paved in 1978 and consists of approximately 889 square feet. This roadway has lasted 24 years. The overlay will consist of removing and replacing the driving surface. The base surface will remain. An overlay is an excellent method to preserve the base surface and reduce the need for a total road reconstruction at substantially higher cost. The estimated cost for the overlay is \$4.00 per square foot.

**2005-4005, 21<sup>st</sup> Street Overlay.** Pavement on 21<sup>st</sup> Street is in need of an overlay. We are unable to determine when the roadway was last paved. It consists of approximately 8,267 square feet. The overlay will consist of removing and replacing the driving surface. The base surface will remain. An overlay is an excellent method to preserve the base surface and reduce the need for a total road reconstruction at substantially higher cost. The estimated cost for the overlay is \$4.00 per square foot.

**2005-4006, Ivy Court Overlay.** Pavement on Ivy Court is in need of an overlay. We are unable to identify when the roadway was last paved. The roadway consists of approximately 1,467 square feet. The overlay will consist of removing and replacing the driving surface. The base surface will remain. An overlay is an excellent method to preserve the base surface and reduce the need for a total road reconstruction at substantially higher cost. The estimated cost for the overlay is \$4.00 per square foot.

**2005-4007, Isle Avenue Overlay.** Pavement on Isle Avenue from 42<sup>nd</sup> Street to the cul-de-sac is in need of an overlay. We are unable to identify when the roadway was last paved. The roadway consists of approximately 2,347 square feet. The overlay will consist of removing and replacing the driving surface. The base surface will remain. An overlay is an excellent method to preserve the base surface and reduce the need for a total road reconstruction at substantially higher cost. The estimated cost for the overlay is \$4.00 per square foot.

**2005-4008, Irvine Circle Overlay.** Pavement on Irvine Circle is in need of an overlay. We are unable to determine when this roadway was last paved. The roadway consists of approximately 2,133 square feet. The overlay will consist of removing and replacing the driving surface. The base surface will remain. An overlay is an excellent method to preserve the base surface and reduce the need for a total road reconstruction at substantially higher cost. The estimated cost for the overlay is \$4.00 per square foot.

**2005-4009, Irvine Court Overlay.** Pavement on Irvine Court is in need of an overlay. We are unable to determine when this roadway was last paved. The roadway consists of approximately 1,788 square feet. The overlay will consist of removing and replacing the driving surface. The base surface will remain. An overlay is an excellent method to preserve the base surface and reduce the need for a total road reconstruction at substantially higher cost. The estimated cost for the overlay is \$4.00 per square foot.

**2006-4000, Isle Overlay.** Pavement on Isle Avenue from Jamaca to the cul-de-sac is in need of an overlay. This roadway was last paved in 1988 and consists of approximately 4,978 square feet. This roadway has lasted 14 years. The overlay will consist of removing and replacing the driving surface. The base surface will remain. An overlay is an excellent method to preserve the base surface and reduce the need for a total road reconstruction at substantially higher cost. The estimated cost for the overlay is \$4.00 per square foot.



**2007-4000, 20<sup>th</sup> and Manning Reconstruction.** Pavement on 20<sup>th</sup> Street, from Manning Trail (C.S.A.H. 15) to Lake Elmo Avenue (C.S.A.H. 17) was originally placed in 1989. Over the course of the years, the pavement has worn to necessitate a full reconstruction of the driving surface and base. This roadway is a designated Municipal State Aid Street (MSA) and qualifies to use MSA Construction funding. Special assessments will also be levied because benefit to adjoining properties will occur. The overage between MSA construction funding and special assessments will be placed in the Infrastructure budget to cover non-MSA roadway projects, or used to fund additional MSA projects.

**CAPITAL IMPROVEMENT PROGRAM  
2003 – 2007  
EQUIPMENT**

Equipment Summary – Administration					
Year	Item Number	Equipment Description	Estimated Cost	Proposed Funding Sources	Amount
2003	2003-5000	Telephones	10,000	CIP fund balance General revenue	TBD
2004	2004-5000	Computers/Network	20,000	CIP fund balance General revenue	TBD
2005	2005-5000	Copy Machine	35,000	CIP fund balance General revenue	TBD
<b>TOTAL</b>			<b>65,000</b>		

### Equipment Detail.

**2003-5000, Telephones.** The current telephone system was installed in 1996. There are currently four incoming lines, including the fax machine. The current system needs expansion in 2003.

**2004-5000, Computers/Network.** The City purchased the current computers and installed the network system in 2001. The City will review the need to replace/update every year.

**2005-5000, Copy Machine.** The current copy machine was purchased outright in May 2001 at a cost of \$22,385.00.

Equipment Summary - Parks					
Year	Item Number	Equipment Description	Estimated Cost	Proposed Funding Sources	Amount
2003	2003-5001	Cushman Truckster	20,000	CIP fund balance General revenue	TBD
2005	2005-5001	Mower/Trailer	14,500	CIP fund balance General revenue	TBD
2006	2006-5000	Pick-up Truck	30,000	CIP fund balance General revenue	TBD
2007	2007-5000	6 Foot Rotary Mower	15,000	CIP fund balance General revenue	TBD
<b>TOTAL</b>			<b>79,500</b>		

## Equipment Detail

**2003-5001, Cushman Truckster.** This is a small utility vehicle used to grade ball fields, haul materials, maintain trailways and for general park maintenance. This vehicle will replace an existing vehicle purchased in 1991 with approximately 2,800 hours of use.

**2005-5001, Mower/Trailer.** This trailer is used to haul the rotary mower. This trailer will replace an existing trailer.

**2006-5000, Pick-up Truck.** The current pick-up truck was purchased in 1991 and currently has 62,000 miles driven. This vehicle is a primary transportation vehicle for the parks department. A 4-wheel drive vehicle is being considered as the replacement vehicle because of the wear and tear maintenance expenses on a 2-wheel drive vehicle. In addition, it could be shared with the public works and building inspection departments.

**2007-5000, 6' Rotary Mower.** The rotary mower is used to mow in the Old Village area which includes Reid Park, the VFW park, Lions Park, around the well house, City Hall, the Parks building, Fire Station 1, 30<sup>th</sup> Street Blvd. and Sunfish Lake Park. The current mower was purchased in 1999 and has 1,020 hours of use. By 2007, it is anticipated the hour usage rate will be 1700 hours.



### Equipment Summary – Public Works

Year	Item Number	Equipment Description	Estimated Cost	Proposed Funding Sources	Amount
2003	2003-5002	John Deere Tractor/Mower	80,000	CIP fund balance General revenue	TBD
	2003-5003	Water Line Locator	5,000	Water Enterprise	TBD
2004	2004-5001	Dump truck	90,000	CIP fund balance General revenue	TBD
2006	2006-5001	Backhoe	48,000	CIP fund balance General revenue	TBD
<b>TOTAL</b>			<b>223,000</b>		

### Equipment Detail

**2003-5002, John Deere Tractor/Mower.** This piece of equipment will replace the existing tractor/mower purchased in 1993. The current rotary mower has approximately 2,260 hours of use. This mower is used to mow ditches, plow snow, grade, and also used as an all-year round multi-purpose vehicle.

**2003-5003, Water Line Locator.** The City is required to locate underground water lines for construction/reconstruction projects. Currently, the City Engineer conducts the location. The Public Works department staff can accomplish the same task, without additional charge to the City.

**2004-5001, Dump Truck.** This vehicle will replace the 1986 vehicle with 62,200 miles of operation. This vehicle is used for snow plowing activities, including hauling snow and sand. It is also used to haul equipment.

**2006-5001, Backhoe.** The backhoe is used to backfill, load materials (sand/salt, gravel, rock, sand, wood chips, and patching materials), to dig buried utilities and assist with repair of broken water mains. This backhoe will replace the backhoe purchased in 1995 which currently has 760 hours of recorded use.

Equipment Summary – Fire					
Year	Item Number	Equipment Description	Estimated Cost	Proposed Funding Sources	Amount
2003	2003-5004	Grass Rig (1985)	70,000	CIP fund balance General revenue	TBD
	2003-5005	Replace Air Packs Add New Air Packs	88,000 32,000	Grant Matching funds	TBD
	2003-5006	Air compressor	15,000	General revenue	TBD
	2003-5007	Civil defense siren	9,000	General revenue	TBD
2004	2004-5002	Civil defense siren	9,000	General revenue	TBD
2005	2005-5002	Civil defense siren	20,000	General revenue	TBD
2006	2006-5002	Turnout gear	60,000	CIP fund balance General revenue	TBD
	2006-5003	Civil defense siren	20,000	General revenue	TBD
2007	2007-5001	4-Wheel Drive Vehicle Lighting and Markings	35,000 5,000	General revenue	TBD
	2007-5002	Civil defense siren	20,000	General revenue	TBD
<b>TOTAL</b>			<b>383,000</b>		

### **Project Details.**

**2003-5004, Grass Rig.** This replaces a current piece of equipment was originally purchased in 1985. This equipment is used for grass fire extinguishment. This is a smaller fire-fighting truck with a life expectancy of 15 years. The expectancy of the replacement vehicle is 15-20 years.

**2003-5005, Replace Air Packs.** These are self-contained breathing apparatus worn into fires. This is necessary safety equipment to protect our fire fighters while they are in hazardous environments. Replacement would involve purchasing 22 units at \$4000. The department would need add 8 additional units if fully staffed. The FEMA grant, if awarded, is approximately \$85,000.

**2003-5006, Air Compressor.** This air compressor is for breathing air apparatus used by fire fighters while they are in hazardous environments. The current air compressor may not serve the need with the upgrade of the new replacement air packs. We may be able to trade the old air compressor for a reduced price.

**2003-5007, Civil Defense Siren.** This is needed to accommodate growth.

**2004-5002, Civil Defense Siren.** This is needed to accommodate growth.

**2005-5002, Civil Defense Siren.** This is needed to accommodate growth.

**2006-5002, Turnout Gear.** One replacement outfit (coat, pants, gloves) is \$2500. Currently, we have 25 volunteer fire fighters and are permitted to have 30 fire fighters. The last set of turnout gear was purchased in 1998 and was supplied by the City. The current gear, if washed properly, has a potential 10-year life span. Currently, we do not have the washing equipment. Due to this fact, our gear's life span is shorter. This life-span is dependent upon the number of and severity of fires and chemical exposure. The life-span can be increased if washing occurs on a regular basis and after each major event.

**2006-5003, Civil Defense Siren.** This is needed to accommodate growth.

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**2007-5001, 4-Wheel Drive Vehicle.** In 2002, a used vehicle was purchased on an emergency basis to replace the chief's car. This replacement vehicle has a life expectancy of 5 years. Given the number of call responses and the need to travel off-road and through hazardous winter conditions, a 4-wheel drive vehicle is necessary. In addition, the required equipment to be carried will not fit into a standard sized vehicle.

**2007-5002, Civil Defense Siren.** This is needed to accommodate growth.

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Planning Commission Public Hearing  
October 17, 2002  
Prepared by: Finance Director

Prepared: 10/11/2002, 8:31 AM

**CAPITAL IMPROVEMENT PROGRAM**  
**2003 - 2007**  
**PUBLIC BUILDINGS**

Public Buildings					
Year	Item Number	Location	Estimated Cost	Proposed Funding Sources	Amount
TBD	Administration	TBD	TBD	CIP fund balance Bonds	TBD
TBD	Fire	TBD	TBD	CIP fund balance Bonds	TBD
TBD	Parks	TBD	TBD	CIP fund balance Bonds	TBD
TBD	Public Works	TBD	TBD	CIP fund balance Bonds	TBD

Costs for the public buildings will be determined based on the Community Facilities/Staff Forecast report.